



**COLLECTIVE BARGAINING  
AGREEMENT  
BY AND BETWEEN**

**THE STATE OF WASHINGTON**

**AND**

**WASHINGTON PUBLIC  
EMPLOYEES ASSOCIATION  
(WPEA)**

**EFFECTIVE JULY 1, 2005  
THROUGH  
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**WPEA**  
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## **PREAMBLE**

This Agreement is entered into by the State of Washington, referred to as the “Employer,” and the Washington Public Employees Association, Local 365, United Food and Commercial Workers, AFL-CIO, referred to as the “Union.”

## **ARTICLE 1**

### **RECOGNITION CLAUSE**

The Employer agrees to recognize the Union as the exclusive bargaining agent for all employees in the bargaining units as so certified by the Public Employment Relations Commission. For descriptive purposes only, a list of the bargaining units certified to the Union is listed in Appendix A, Bargaining Units Certification. This does not mean that the jobs will continue to exist or be filled.

## **ARTICLE 2**

### **NON-DISCRIMINATION**

Under this Agreement, discrimination against employees on the basis of religion, age, gender, sex, marital status, race, color, creed, national origin, political affiliation, status as a disabled veteran or Vietnam era veteran, sexual orientation, or the presence of any sensory, mental or physical disability is prohibited, and no unlawful harassment will be tolerated.

## **ARTICLE 3**

### **PROMOTIONS AND VACANCIES**

- 3.1** The Employer will determine when a position will be filled, the type of appointment to be used when filling the position, and the skills and abilities necessary to perform the duties of the specific position within a job classification that is being filled. Only those candidates who have the position-specific skills and abilities required to perform the duties of the vacant position will be referred for further consideration by the employing agency.
- 3.2** An agency's internal layoff list will consist of employees who have elected to place their name on the layoff list through Article 32, Layoff and Recall, of this Agreement and are confined to each individual agency.
- 3.3** The statewide layoff list will consist of employees who have elected to place their name on the statewide layoff list in accordance with WAC 357-46-080.
- 3.4** A promotional candidate is defined as an employee who has completed the probationary period within a permanent appointment and has attained permanent status within the agency.
- 3.5** A transfer candidate is defined as an employee in permanent status in the same classification as the vacancy within the agency.

- 3.6** A voluntary demotion candidate is defined as an employee in permanent status moving to a class in a lower salary range maximum within the agency.
- 3.7** When filling a vacant position with a permanent appointment, candidates will be certified for further consideration in the following manner:
- A. The most senior candidate on the agency's internal layoff list with the required skills and abilities who has indicated an appropriate geographic availability will be appointed to the position.
  - B. If there are no names on the internal layoff list, the agency will certify up to twenty (20) candidates for further consideration. Up to seventy-five percent (75%) of those candidates will be statewide layoff, agency promotional, internal transfers, and agency voluntary demotions. All candidates certified must have the position-specific skills and abilities to perform the duties of the position to be filled. If there is a tie for the last position on the certification for either promotional or other candidates, the agency may consider up to ten (10) additional tied candidates. The agency may supplement the certification with additional tied candidates and replace other candidates who waive consideration with like candidates from the original pool.
  - C. Employees in the General Government Transition Pool Program who have the skills and abilities to perform the duties of the vacant position may be considered along with all other candidates who have the skills and abilities to perform the duties of the position.
  - D. If the certified candidate pool does not contain at least three (3) affirmative action candidates, the agency may add up to three (3) affirmative action candidates to the names certified for the position.
  - E. When recruiting for multiple positions, the agency may add an additional five (5) agency candidates and five (5) other candidates to the certified list for each additional position.

## **ARTICLE 4**

### **HIRING AND APPOINTMENTS**

**4.1 Permanent Status**

An employee will attain permanent status in a job classification upon his or her successful completion of a probationary, trial service or transition review period.

**4.2 Types of Appointment**

A. Non-Permanent

Non-permanent appointments will be in accordance with WAC 357-19-360 through 430.

B. In-Training Appointment

In-training employment will be in accordance with WAC 357-19-235 through 285.

C. Project Employment

1. The Employer may appoint employees into project positions which are classified positions established for purpose of a defined project for which the Employer expects the work to be of a time-limited nature with an expected end date. Upon appointment, the Employer will notify the employees, in writing, of the expected ending date of the project employment.
2. Employees who have entered into project employment without previously attaining permanent status will serve a probationary period. Employees will gain permanent project status upon successful completion of their probationary period.

Employees with permanent project status will serve a trial service period when they:

- a. Promote to another job classification within the project; or
  - b. Transfer or voluntarily demote within the project to another job classification in which they have not attained permanent status.
3. The Employer may consider project employees with permanent project status for transfer, voluntary demotion, or promotion to non-project positions. Employees may, as required by the Employer, serve a trial service period upon transfer, voluntary demotion, or promotion to a non-project position in a job classification that the employees have not previously attained permanent status in.
  4. Return rights of a permanent employee who accepts an appointment to a project position will be in accordance with WAC 357-19-340.

D. Seasonal Career Employment

1. The Employer may make seasonal career appointments that are cyclical in nature, recur at the same agency at approximately the same time each year, and last for a minimum of five (5) months but are less than twelve (12) months in duration during any consecutive twelve (12) month period.
2. Upon completion of a probationary period (in accordance with Section 4.3 A), employees in seasonal career employment shall assume the rights of employees with permanent status.

### **4.3 Review Periods**

#### **A. Probationary Period**

1. Every part-time and full-time employee, following his or her initial appointment to a permanent position, will serve a probationary period of six (6) consecutive months; except that any class for which the probationary period was twelve (12) months on July 1, 2005, will continue to have a twelve (12) month probationary period. The Employer may extend the probationary or trial service period for an individual employee, as long as the extension does not cause the total period to exceed twelve (12) months, on a case-by-case basis. The Employer agrees to notify the Union when it intends to extend the probationary or trial service of an employee beyond six (6) months.
2. The Employer may separate a probationary employee at any time during the probationary period, and such separation will not be subject to the grievance procedure in Article 27.
3. The Employer will extend an employee's probationary period, on a day-for-a-day basis, for any day(s) that the employee is on leave without pay or shared leave, except for leave taken for military service.
4. An employee who transfers or is promoted prior to completing his or her initial probationary period will serve a new probationary period. The length of the new probationary period will be as in Subsection A.1, above, unless adjusted by the appointing authority for time already served in probationary status. In no case, however, will the total probationary period be less than six (6) consecutive months.
5. If the Employer converts the status of a non-permanent appointment to a permanent appointment, the incumbent employee will serve a probationary period. However, the Employer may credit time worked in the non-permanent appointment toward completion of the six (6) month probationary period as defined in Subsection A.1, above.

#### **B. Trial Service Period**

1. Except for those employees in an in-training appointment, all other employees with permanent status who are promoted, or who voluntarily accept a transfer or demotion into a job classification for which they have not previously attained permanent status, will serve a trial service period of six (6) consecutive months. The Employer agrees to comply with the probationary or trial service period that the Department of Personnel has designated for each classification. The Employer may extend the probationary or trial service period for an individual employee, as long as the extension does not cause the total period to exceed twelve (12) months, on a case-by-case basis. The Employer agrees to notify the Union

when it intends to extend the probationary or trial service of an employee beyond six (6) months.

2. Any employee serving a trial service period will have his or her trial service period extended, on a day-for-a-day basis, for any day(s) that the employee is on leave without pay or shared leave, except for leave taken for military service.
3. With prior written notice by the Employer, all employees failing a trial service period may be offered an opportunity to revert to a position in the same agency, that is:
  - a. Vacant or filled by a non-permanent employee and is within the trial service employee's previously held job classification; or
  - b. Vacant or filled by a non-permanent employee at or below the employee's previous salary range.

In either case, the employee being reverted must have the skills and abilities required for the vacant position.

4. Any employee failing a trial service period who has no reversion options may request that his or her name be placed on the agency's internal layoff list and into the General Government Transition Pool Program for positions in job classifications where he or she had previously attained permanent status.
5. The reversion of employees who are unsuccessful during their trial service period is not subject to the grievance procedure in Article 27.

#### **4.4 Return-to-Work Initiative Program**

Benefits under this program will be applied in accordance with WAC 357-19-505 through 535.

## **ARTICLE 5 PERFORMANCE EVALUATION**

### **5.1 Objective**

The performance evaluation process gives supervisors an opportunity to discuss performance goals with their employees and assess and review their performance with regard to those goals. Supervisors will support employees in their professional development, so that skills and abilities can be aligned with agency requirements.

## **5.2 Evaluation Process**

- A. Employee work performance will be evaluated during probationary and trial service periods and annually thereafter as scheduled by each agency.
- B. The performance evaluation process will include, but not be limited to, a written performance evaluation on the EDPP form or the PDP form, the employee's signature acknowledging receipt of the forms, and any comments by the employee. A copy of the performance evaluation will be provided to the employee at the time of the review. The original performance evaluation forms, including the employee's comments, will be maintained in the employee's personnel file.
- C. The performance evaluation procedure may be grieved; however, the content of the evaluation is not subject to the grievance procedure in Article 27.

## **ARTICLE 6 HOURS OF WORK**

### **6.1 Definitions**

- A. Full-time Employees:  
Employees who are scheduled to work forty (40) hours per workweek.
- B. Law Enforcement Employees:  
Employees who work in positions that meet the law enforcement criteria of Section 7 (k) of the Fair Labor Standards Act (FLSA).
- C. Part-time Employees:  
Employees who are scheduled to work less than forty (40) hours per workweek.
- D. Workday:  
One of seven (7) consecutive, twenty-four (24) hour periods in a workweek.
- E. Work Schedules:  
Workweeks and work shifts of different numbers of hours may be established by the Employer in order to meet business and customer service needs, as long as the work schedules meet federal and state laws.
- F. Work Shift:  
The hours an employee is scheduled to work each workday in a workweek.
- G. Workweek:  
A regularly re-occurring period of one hundred and sixty-eight (168) hours consisting of seven (7) consecutive twenty-four (24) hour periods. Workweeks will normally begin at 12:00 a.m. on Sunday and end at 12:00

midnight the following Saturday, or as otherwise designated by the appointing authority. If there is a change in their workweek, employees will be given written notification by the appointing authority.

## **6.2 Determination**

The Employer shall determine whether a position is overtime-eligible or overtime-exempt. With regard to law enforcement positions, the Employer shall determine if an overtime-eligible position has an extended work period.

## **6.3 Overtime-Eligible Employees (Excluding Law Enforcement Employees)**

### **A. Regular Work Schedules**

The regular work schedule for overtime-eligible employees shall not be more than forty (40) hours in a workweek, with starting and ending times as determined by the requirements of the position and the Employer. An employee may request different starting and ending times. The Employer may adjust the regular work schedule with prior notice to the employee as defined in this Article.

### **B. Alternate Work Schedules**

Workweeks and work shifts of different numbers of hours may be established for overtime-eligible employees by the Employer in order to meet business and customer service needs, if the alternate work schedules meet the requirements of federal and state laws, and do not result in overtime. An employee may request different workweeks and work shifts.

### **C. Schedule Changes**

Employees' workweeks and work schedules may be changed with prior notice from the Employer. Overtime-eligible employees shall receive five (5) calendar days' written notice of a schedule change. The day notification is given is considered the first day of notice. Adjustments in the hours of work of daily work shifts during a workweek do not constitute a schedule change. The Employer may adjust an overtime-eligible employee's daily start and/or end time(s) by two (2) hours.

### **D. Emergency Schedule Changes**

The Employer may adjust an overtime-eligible employee's workweek and work schedule without prior notice in unexpected, serious situations.

### **E. Employee-Requested Schedule Changes**

Overtime-eligible employees' workweeks and work schedules may be changed at the employee's request and with the Employer's approval, provided the Employer's business and customer service needs are met and no overtime expense is incurred.

**6.4 Overtime-Eligible Law Enforcement Employee Work Schedules**

The regular work schedule for full-time overtime-eligible law enforcement employees, not receiving assignment pay for an extended work period, shall not be more than one hundred and sixty hours (160) hours in a twenty-eight (28) day period. Work schedules may be changed in accordance with Subsection 6.3 C through E, above.

**6.5 Overtime-Eligible Unpaid Meal Periods**

The Employer and the Union agree to unpaid meal periods that vary from and supersede the unpaid meal period requirements of WAC 296-126-092. Unpaid meal periods for employees working more than five (5) consecutive hours, if entitled, will be a minimum of thirty (30) minutes and shall be scheduled as close to the middle of the work shift as possible. When an employee's unpaid meal period is interrupted by work duties, the employee will be allowed to resume his or her unpaid meal period following the interruption to complete the unpaid meal period. In the event an employee is unable to complete the unpaid meal period due to operational necessity, the employee shall be entitled to compensation, which will be computed based on the actual number of minutes worked within the unpaid meal period. Meal periods may not be used for late arrival or early departure from work and meal and rest periods shall not be combined.

**6.6 Overtime-Eligible Paid Meal Periods for Straight Shift Schedules**

The Employer and the Union agree to paid meal periods that vary from and supersede the paid meal period requirements of WAC 296-126-092. Employees working straight shifts will not receive a scheduled meal period, but will be permitted to eat intermittently as time allows during their shifts while remaining on duty. Paid meal periods for employees on straight shifts do not require relief from duty.

**6.7 Overtime-Eligible Rest Periods**

The Employer and the Union agree to rest periods that vary from and supersede the rest periods required by WAC 296-126-092. Employees shall be allowed rest periods of fifteen (15) minutes for each one (1) half shift of four (4) or more hours worked at or near the middle of each one half (1/2) shift of four (4) or more hours. Rest periods do not require relief from duty. Where the nature of the work allows employees to take intermittent rest periods equivalent to fifteen (15) minutes for each half shift, scheduled rest periods are not required. Rest periods may not be used for late arrival or early departure from work and rest and meal periods shall not be combined.

**6.8 Overtime-Exempt Employees**

Overtime-exempt employees are not covered by federal or state overtime laws. Compensation is based on the premise that overtime-exempt employees are expected to work as many hours as necessary to provide the public services for which they were hired. These employees are accountable for their work product

and for meeting the objectives of the agency for which they work. The Employer's policy for all overtime-exempt employees is as follows:

- A. The Employer determines the products, services and standards which must be met by overtime-exempt employees.
- B. Overtime-exempt employees are expected to work as many hours as necessary to accomplish their assignments or fulfill their responsibilities and must respond to directions from management to complete work assignments by specific deadlines. Full-time overtime-exempt employees are expected to work a minimum of forty (40) hours in a workweek and part-time overtime-exempt employees are expected to work proportionate hours. Overtime-exempt employees may be required to work specific hours to provide services, when deemed necessary by the Employer.
- C. The salary paid to overtime-exempt employees is full compensation for all hours worked.
- D. With prior approval, overtime-exempt employees are authorized to receive exchange time at the rate of equal hours off for hours worked above forty-five (45) hours in a workweek.
- E. If they give notification and receive the Employer's concurrence, overtime-exempt employees may alter their work hours. Employees are responsible for keeping management apprised of their schedules and their whereabouts.

## **ARTICLE 7 OVERTIME**

### **7.1 Definitions**

A. Overtime:

Overtime is defined as time that an overtime-eligible employee:

- 1. Works in excess of forty (40) hours per workweek (excluding law enforcement employees);
- 2. Works in excess of one hundred and sixty (160) hours in a twenty-eight (28) day period and the employee is a law enforcement employee not receiving assignment pay for an extended work period; or
- 3. Works while on fire duty as specifically defined in Article 38, Compensation.

B. Overtime Rate:

In accordance with the applicable wage and hour laws, the overtime rate will be one and one-half (1-1/2) of an employee's regular rate of pay. The regular rate of pay will not include any allowable exclusions.

C. Work:

For overtime purposes, work is the time actually spent performing the duties assigned in addition to time during which an employee is excused from work for holidays, sick leave, vacations or compensatory time.

D. Work does not include:

1. Shared leave.
2. Leave without pay.
3. Additional compensation for time worked on a holiday.
4. Time compensated as standby, call-back, or any other penalty pay.

**7.2 Overtime-Eligibility and Compensation**

Employees are eligible for overtime compensation under the following circumstances:

- A. Overtime-eligible employees who have prior approval and work more than forty (40) hours in a workweek shall be compensated at the overtime rate. An employee whose workweek is less than forty (40) hours will be paid at his or her regular rate of pay for all work performed up to forty (40) hours in a workweek and paid at the overtime rate for authorized work of more than forty (40) hours in a workweek.
- B. Overtime-eligible law enforcement employees, not receiving assignment pay for an extended work period, who have prior approval and work more than one hundred and sixty (160) hours in a twenty-eight (28) day period shall be compensated at the overtime rate.

**7.3 General Provisions**

- A. The Employer will determine whether work will be performed on regular work time or overtime, the number, the skills and abilities of the employees required to perform the work, and the duration of the work. The Employer will first attempt to meet its overtime requirements on a voluntary basis with qualified employees who are currently working. In the event there are not enough employees volunteering to work, the supervisor may require employees to work overtime.
- B. If an employee was not offered overtime for which he or she was qualified, the employee will be offered the next available overtime opportunity for which he or she is qualified. Under no circumstances shall an employee be

compensated for overtime that was not worked. There will be no pyramiding of overtime.

#### **7.4 Compensatory Time for Overtime-Eligible Employees**

##### **A. Compensatory Time Eligibility**

Compensatory time off may be earned in lieu of cash only when an agency and the employee agree. Compensatory time must be granted at the rate of one and one-half (1-1/2) hours of compensatory time for each hour of overtime worked.

##### **B. Maximum Compensatory Time**

Employees may accumulate no more than two hundred forty (240) hours of compensatory time, or four hundred eighty (480) hours for law enforcement employees or employees engaged in public safety or emergency response activities.

##### **C. Compensatory Time Use**

Employees must use compensatory time prior to using vacation leave, unless this would result in the loss of their vacation leave. Compensatory time must be used and scheduled in the same manner as vacation leave, as in Article 10, Vacation Leave. The Employer may schedule an employee to use his or her compensatory time with seven (7) calendar days' notice.

##### **D. Compensatory Time Cash Out**

All compensatory time must be used by June 30<sup>th</sup> of each year. If compensatory time balances are not scheduled to be used by the employee by April of each year, the supervisor shall contact the employee to review his or her schedule. The employee's compensatory time balance will be cashed out every June 30<sup>th</sup> or when the employee:

1. Leaves state service for any reason,
2. Transfers to a position in his or her agency with different funding sources,  
or
3. Transfers to another state agency.

## **ARTICLE 8 TRAINING**

- 8.1** The Employer and the Union recognize the value and benefit of education and training designed to enhance employee development. The Employer will provide training in accordance with WAC 357-34 and available resources.

- 8.2** In accordance with WAC 357-34, the Employer agrees to prepare a training and development plan based on an assessment of each agency's employee's and development needs.
- 8.3** The agency training and development plan must state the Employer's policies and objectives for employee training and development and such policies must address, at a minimum, the following:
- A. Identification of the person responsible for employee training and development;
  - B. Criteria for employee eligibility;
  - C. Criteria for determining employees' work status while participating in training and development activities;
  - D. Criteria for education leave;
  - E. Tuition reimbursement or fee waiver policy;
  - F. Mandated training in accordance with state and federal regulations;
  - G. Entry-level management/supervisory training;
  - H. Assessment of employee training and development needs;
  - I. Evaluation of the training and development programs; and
  - J. Assignments for career development in accordance with WAC 357-34-050.
- 8.4** The Employer will provide appropriate training on supervision/inmate relations for employees whose duty involves interacting with incarcerated individuals.

## **ARTICLE 9**

### **HOLIDAYS**

**9.1 Holidays**

The following days are legal holidays as designated by statute:

- 1. The first day of January (New Year's Day);
- 2. The third Monday of January (Martin Luther King, Jr.'s birthday);
- 3. The third Monday of February (Presidents' Day);
- 4. The last Monday of May (Memorial Day);
- 5. The fourth day of July (Independence Day);
- 6. The first Monday in September (Labor Day);

7. The eleventh day of November (Veterans' Day);
8. The fourth Thursday of November (Thanksgiving Day);
9. The day immediately following Thanksgiving Day;
10. The twenty-fifth day of December (Christmas Day);
11. Personal holiday as provided in Section 9.3 below.

## **9.2 Holiday Rules**

The following rules apply to the holidays listed:

- A. Employees will be paid at a straight time rate even though they do not work.
- B. If an employee works on a holiday, he or she will be paid for the actual hours worked at the straight time rate plus the overtime rate, as outlined in Article 7, Overtime.
- C. For full-time employees on a Monday through Friday work schedule:
  1. Whenever any holiday falls on a Saturday, the preceding Friday shall be the holiday.
  2. Whenever any holiday falls on a Sunday, the following Monday shall be the holiday.
- D. For full-time employees not on a Monday through Friday work schedule:
  1. When a holiday falls on the employee's scheduled work-day, that day will be considered the holiday.
  2. When a holiday falls on an employee's regularly scheduled day off, the agency will decide whether it will be observed on the employee's work-day before or after the holiday.
- E. For employees working a night shift schedule which begins on one calendar day and ends on the next, the holiday shall be determined by the agency to commence either at the start of the scheduled night shift that begins on the calendar holiday, or at the start of the shift that precedes the calendar holiday.

The decision will be the same for all employees in a facility unless there is agreement to do otherwise between the agency and one (1) or more affected employees, or with the Union, which will constitute agreement of the employees.
- F. Part-time employees who were employed before and after the holiday and for a period of at least twelve (12) calendar days during the month (not including the holiday) will be compensated in cash for the holiday in an amount proportionate to the time in pay status during the month to that required for full-time employment.

- G. A full-time employee who would otherwise be entitled to a holiday but is on leave without pay will receive compensation for the holiday, provided he or she has been in pay status for eighty (80) non-overtime or non-standby hours during the month, not counting the holiday. Compensation for holidays for other than full-time employees during leave without pay will be proportionate to the time in pay status required for full-time employment. The employee must be employed before and after the holiday and for a period of at least twelve (12) calendar days during the month in addition to the holiday.

### **9.3 Personal Holiday**

- A. Each employee may select one (1) personal holiday each calendar year, under the following conditions:
1. The employee has been continuously employed for more than four (4) months.
  2. The employee has given not less than fourteen (14) calendar days' notice to the supervisor; provided, however, the employee and the supervisor may agree upon an earlier date; and
  3. The number of employees selecting a particular day off allows an agency to continue its work efficiently and not incur overtime.
- B. Entitlement to the holiday will not lapse when denied under Subsection A.3, above.
- C. Full-time alternate work schedule employees shall receive regular pay for each personal holiday.
- D. Part-time employees shall be entitled to the number of paid hours on a personal holiday that their monthly schedule bears to a full time schedule.
- E. Part or all of a personal holiday may be donated to another employee for shared leave. That portion of a personal holiday that is accrued, donated as shared leave, and then returned during the same calendar year to the donating employee, may be taken by the donating employee.

## **ARTICLE 10 VACATION LEAVE**

- 10.1** Employees will retain and carry forward any eligible and unused vacation leave that was accrued prior to the effective date of this Agreement.

## **10.2 Vacation Leave Credits**

After six (6) months of continuous state employment, full-time and part-time employees will be credited with the vacation leave they accrued during the previous six (6) months, according to the rate schedule and accrual eligibility below. Thereafter, full-time and part-time employees will be credited with vacation leave accrued monthly, according to the rate schedule and vacation leave accrual below.

## **10.3 Vacation Leave Accrual**

Full-time employees will accrue vacation leave according to the rate schedule below under the following conditions:

- A. The employee must be employed for fifteen (15) calendar days or more during the month.
- B. Any leave without pay taken during the month will not be counted toward the fifteen qualifying (15) calendar days or more during the month.
- C. Holidays for which the employee is otherwise eligible that fall within the qualifying fifteen (15) days count toward the minimum requirement.
- D. Vacation leave credit for other than full-time employees will be computed and accrued in an amount proportionate to the time the employee is in pay status during the month to that required for full-time employment.

## **10.4 Vacation Leave Accrual Rate Schedule**

### **Full Years of Service**

### **Hours Per Year**

During the first year of current continuous employment	Ninety-six (96)
During the second year of current continuous employment	One hundred four (104)
During the third and fourth years of current continuous employment	One hundred twelve (112)
During the fifth, sixth, and seventh years of current continuous employment	One hundred twenty (120)
During the eighth, ninth, and tenth years of total employment	One hundred twenty-eight (128)
During the eleventh year of total employment	One hundred thirty-six (136)
During the twelfth year of total employment	One hundred forty-four (144)
During the thirteenth year of total employment	One hundred fifty-two (152)
During the fourteenth year of total employment	One hundred sixty (160)
During the fifteenth year of total employment	One hundred sixty-eight (168)
During the sixteenth year of total employment and thereafter	One hundred seventy-six (176)

### **10.5 Vacation Scheduling**

- A. Vacation leave will be charged in one tenth (1/10<sup>th</sup>) of an hour increments.
- B. When considering requests for vacation leave the employing agency shall give due regard to the needs of the employee but may require that leave be taken when it will least interfere with the work of the agency.
- C. Vacation leave for religious observances may be granted to the extent agency or program requirements permit.
- D. Employees will not request or be authorized to take scheduled vacation leave if they do not have sufficient vacation leave credits to cover the absence.

### **10.6 Family Care**

Employees may use vacation leave for care of family members as required by the Family Care Act, WAC 296-130.

### **10.7 Vacation Leave Maximum**

Employees may accumulate maximum vacation balances not to exceed two hundred forty (240) hours. However, there are two (2) exceptions that allow vacation leave to accumulate above the maximum:

- A. If an employee's request for vacation leave is denied by the Employer, and the employee is close to the vacation leave maximum, the agency may file an exception to the maximum with the Department of Personnel. If the agency files an exception, the employee's vacation leave maximum will be extended for each month that the Employer must defer the employee's request for vacation leave.
- B. An employee may also accumulate vacation leave days in excess of two hundred forty (240) hours as long as the employee uses the excess balance prior to his or her anniversary date. Any leave in excess of the maximum that is not deferred in advance of its accrual as described above, will be lost on the employee's anniversary date.

### **10.8 Separation**

Any employee who resigns with adequate notice, retires, is laid-off, or is terminated by the Employer, will be entitled to payment for vacation leave credits. In addition, the estate of a deceased employee will be entitled to payment for vacation leave credits.

## **ARTICLE 11**

### **SICK LEAVE**

#### **11.1 Sick Leave Accrual**

Full-time employees will accrue eight (8) hours of sick leave under the following conditions:

- A. The employee must be employed for fifteen (15) calendar days or more during the month.
- B. Any leave without pay taken during the month will not be counted toward the fifteen (15) calendar day eligibility requirement.
- C. Holidays for which the employee is otherwise eligible that fall within the qualifying fifteen (15) days count toward the minimum requirement.
- D. Sick leave credit for other than full-time employees will be computed and accrued in an amount proportionate to the time the employee is in pay status during the month to that required for full-time employment.

#### **11.2 Sick Leave Use**

Sick leave will be charged in one tenth (1/10<sup>th</sup>) of an hour increments and may be used for the following reasons:

- A. A personal illness, injury or medical disability that prevents the employee from performing his or her job, or personal medical or dental appointments.
- B. Care of family members as required by the Family Care Act, WAC 296-130.
- C. Qualifying absences for Family and Medical Leave (Article 13).
- D. Exposure of the employee to contagious disease when attendance at work would jeopardize the health of others.
- E. Preventative health care of relatives or household members, up to one (1) day for each occurrence or as extended by the agency when an employee is required to be absent to provide care or transportation for a relative of the employee or the employee's spouse or for a member of employee's household obtaining preventative health care.
- F. Illness of a qualifying child.
- G. Illness of relatives or household members, up to five (5) days for each occurrence or as extended by the Employer.

H. A death of any relative that requires the employee's absence from work. Sick leave use for bereavement is limited to three (3) days or as extended by the agency for travel. Relatives are defined for this purpose as spouse, significant other, son, daughter, grandchild, foster child, son-in-law, daughter-in-law, grandparent, parent, brother, sister, aunt, uncle, niece, nephew, first cousin, brother-in-law, sister-in-law and corresponding relatives of employee's spouse or significant other.

### **11.3 Use of Compensatory Time or Vacation Leave for Sick Leave Purposes**

The Employer may allow an employee to use compensatory time or vacation leave for sick leave purposes.

### **11.4 Restoration of Vacation Leave**

When a condition listed in Subsection 11.2 A, above, arises while the employee is on vacation leave, the employee will be granted accrued sick leave, in lieu of the approved vacation leave, provided that the employee requests such leave within fourteen (14) calendar days of his or her return to work. The equivalent amount of vacation leave will be restored.

### **11.5 Sick Leave Reporting and Verification**

An employee must promptly notify his or her supervisor on the first day of sick leave and each day after, unless there is mutual agreement to do otherwise. Upon returning to work, the employee shall report the general reason or circumstance for the sick leave. A medical certificate may be required when there is cause to suspect sick leave abuse; to assist agencies in protecting the employee from returning to work too soon following an illness or injury; or to protect fellow employees or clients from contagious illness. A medical certificate must be required if the reason was personal illness and the absence continued for more than ten (10) continuous working days.

### **11.6 Sick Leave Annual Cash Out**

Each January, employees are eligible to receive cash on a one (1) hour for four (4) hours basis for ninety-six (96) hours or less of their accrued sick leave, if:

- A. Their sick leave balance at the end of the previous calendar year exceeds four hundred and eighty (480) hours;
- B. The converted sick leave hours do not reduce their previous calendar year sick leave balance below four hundred and eighty (480) hours; and
- C. They notify their payroll office by January 31<sup>st</sup> that they would like to convert their sick leave hours earned during the previous calendar year, minus any sick leave hours used during the previous year, to cash.

All converted hours will be deducted from the employee's sick leave balance.

### **11.7 Sick Leave Separation Cash Out**

At the time of death, an eligible employee's estate will receive compensation for his or her total sick leave balance on a one (1) hour for four (4) hours basis. At the time of retirement from state service, an eligible employee will receive compensation for his or her sick leave balance on an one (1) hour to four (4) basis, which will be forwarded to their Voluntary Employee Beneficiary Associations. For the purposes of this Section, retirement will not include "vested out of service" employees who leave funds on deposit with the retirement system.

### **11.8 Reemployment**

Former state employees who are re-employed within five (5) years of leaving state service will be granted all unused sick leave credits they had at separation.

## **ARTICLE 12 SHARED LEAVE**

### **12.1 Shared Leave**

The purpose of the state leave sharing program is to permit state employees to donate vacation/annual leave, sick leave, or personal holidays to a fellow state employee who has been called to service in the uniformed services, or who is suffering from or has a relative or household member suffering from an extraordinary or severe illness, injury, impairment, or physical or mental condition, which has caused or is likely to cause the employee to take leave without pay or terminate his or her employment. An employee is eligible to request participation in the shared leave program when the employee is able to use accrued vacation/annual leave, sick leave, or a personal holiday. For purposes of the Washington state leave sharing program, the following definitions apply:

- A. "Employee" means any employee who is entitled to accrue sick leave or vacation/annual leave and for whom accurate leave records are maintained.
- B. Employee's "relative" normally shall be limited to the employee's spouse, child, stepchild, grandchild, grandparent, or parent.
- C. "Household members" is defined as persons who reside in the same home who have reciprocal duties to and do provide financial support for one another. This term shall include foster children and legal wards even if they do not live in the household. The term does not include persons sharing the same general house, when the living style is primarily that of a dormitory or commune.
- D. "Severe" or "extraordinary" condition is defined as serious or extreme and/or life threatening.

- E. "Service in the uniformed services" means the performance of duty on a voluntary or involuntary basis in a uniformed service under competent authority and includes active duty, active duty for training, initial active duty for training, inactive duty training, full-time national guard duty including state-ordered active duty, and a period for which a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any such duty.
- F. "Uniformed services" means the armed forces, the army national guard, and the air national guard of any state, territory, commonwealth, possession, or district when engaged in active duty for training, inactive duty training, full-time national guard duty, state active duty, the commissioned corps of the public health service, the Coast Guard, and any other category of persons designated by the President of the United States in time of war or national emergency.

## **12.2 Shared Leave Receipt**

An employee may be eligible to receive shared leave under the following conditions:

- A. The employee's agency head determines that the employee meets the criteria described in this Section.
  - 1. For work-related illness or injury, the employee has diligently pursued and been found to be ineligible for benefits under RCW 51.32 if the employee qualifies under Subsection B.1(a) of this Section.
  - 2. The employee has abided by agency policies regarding the use of sick leave if the employee qualifies under Subsection B.1(a) of this Section.
  - 3. The employee has abided by agency policies regarding the use of vacation/annual leave and paid military leave if the employee qualifies under Subsection B.1(b) of this Section.
  - 4. Donated leave is transferable between employees in different state agencies with the agreement of both agency heads.
- B. An employee may donate vacation/annual leave, sick leave, or personal holiday to another employee only under the following conditions:
  - 1. a. The receiving employee suffers from, or has a relative or household member suffering from, an illness, injury, impairment, or physical or mental condition which is of an extraordinary or severe nature; or

- b. The receiving employee has been called to service in the uniformed services;
- 2. The illness, injury, impairment, condition, or call to service has caused, or is likely to cause, the receiving employee to:
  - a. Go on leave without pay status; or
  - b. Terminate state employment.
- 3. The receiving employee's absence and the use of shared leave are justified.
- 4. The receiving employee has depleted or will shortly deplete his or her:
  - a. Vacation/annual leave and sick leave reserves if the employee qualifies under Subsection B.1 (a) of this Section; or
  - b. Vacation/annual leave and paid military leave allowed under RCW 38.40.060 if the employee qualifies under Subsection B.1 (b).
- 5. The agency head permits the leave to be shared with an eligible employee.
- 6. The donating employee may donate any amount of a vacation/annual leave provided the donation does not cause the employee's vacation/annual leave balance to fall below eighty (80) hours. For part-time employees, requirements for vacation/annual leave balances will be prorated.
- 7. Employees may not donate excess vacation/annual leave that the donor would not be able to take due to an approaching anniversary date.
- 8. The donating employee may donate any specified amount of sick leave provided the donation does not cause the employee's sick leave balance to fall below one hundred seventy-six (176) hours after the transfer. For purposes of sick leave donation, a day equals the donor's monthly sick leave accrual.

The donating employee may donate all or part of a personal holiday in accordance with WAC 356-18-025. Any portion of a personal holiday that is not used shall be returned to the donating employee.

- C. The agency head shall determine the amount of donated leave an employee may receive and may only authorize an employee to use up to a maximum of two hundred sixty-one days (261) of shared leave during total state employment, except that a non-permanent employee who is eligible to use accrued leave or personal holiday may not use shared leave beyond the earlier date of:

1. The termination date specified in the non-permanent employee's appointment letter, or
  2. One thousand five hundred sixty (1560) non-overtime hours from date of appointment to the non-permanent position; unless extended by the director in accordance with WAC 356-30-065(4), 356-30-067(7), and 356-30-140.
- D. The agency head shall require the employee to submit, prior to approval or disapproval, a medical certificate from a licensed physician or health care practitioner verifying the severe or extraordinary nature and expected duration of the condition when the employee is qualified under Subsection 12.2.B.1.a. The agency head shall require the employee to submit, prior to approval or disapproval, a copy of the military orders verifying the employee's required absence when the employee is qualified for shared leave under Subsection 12.2.B.1.b.
- E. Any donated leave may only be used by the recipient for the purposes specified in this Section.
- F. The receiving employee shall be paid his or her regular rate of pay; therefore, one (1) hour of shared leave may cover more or less than one (1) hour of the recipient's salary. The calculation of the recipient's leave value shall be in accordance with Office of Financial Management policies, regulations and procedures. The dollar value of the leave is converted from the donor to the recipient. The leave received will be coded as shared leave and be maintained separately from all other leave balances.
- G. All forms of paid leave available for use by the recipient must be used prior to using shared leave when qualified under Subsection B.1(a) of this Section. All forms of paid leave, except sick leave, available for use by the recipient must be used prior to using shared leave when qualified under Subsection B.1(b) of this Section.
- H. Any shared leave not used by the recipient during each incident/occurrence as determined by the agency director shall be returned to the donor(s). The shared leave remaining will be divided among the donors on a prorated basis based on the original donated value and returned at its original donor value and reinstated to each donor's appropriate leave balance. The return shall be prorated back based on the donor's original donation.
- I. All donated leave must be given voluntarily. No employee shall be coerced, threatened, intimidated, or financially induced into donating leave for purposes of this program.

J. Agencies shall maintain records which contain sufficient information to provide for legislative review.

K. An employee who uses leave that is transferred under this Section will not be required to repay the value of the leave that he or she used.

**12.3** This Article is grievable only through Step 3 of the grievance process in Article 27.

## **ARTICLE 13**

### **FAMILY AND MEDICAL LEAVE**

**13.1** A. Consistent with the federal Family and Medical Leave Act of 1993 (FMLA), an employee who has worked for the state for at least twelve (12) months and for at least one thousand two hundred fifty (1,250) hours during the twelve (12) months prior to the requested leave is entitled to up to twelve (12) workweeks of FMLA leave in a twelve (12) month period for any combination of the following:

1. Parental leave for the birth and to care for a newborn child or placement for adoption or foster care of a child and to care for that child; or
2. Personal medical leave due to the employee's own serious health condition that requires the employee's absence from work; or
3. Family medical leave to care for a spouse, son, daughter, or parent who suffers from a serious health condition that requires on-site care or supervision by the employee.

B. Entitlement to FMLA leave for the care of a newborn child or newly adopted or foster child ends twelve (12) months from the date of birth or the placement of the foster or adopted child.

C. The one thousand two hundred fifty (1,250) hour eligibility requirement noted above does not count paid time off such as time used as vacation leave, sick leave, exchange time, personal holidays, compensatory time off, or shared leave.

**13.2** The twelve (12) week FMLA leave entitlement is available to the employee, provided that eligibility requirements listed in Section 13.1 are met. The FMLA leave entitlement period will be a rolling twelve (12) month period measured forward from the date an employee begins FMLA leave. Each time an employee takes FMLA leave during the twelve (12) month period, the leave will be subtracted from the twelve (12) weeks of available leave.

- 13.3** The Employer will continue the employee's existing employer-paid health insurance benefits during the period of leave covered by FMLA. The employee will be required to pay his or her share of health care premiums.
- 13.4** The Employer has the authority to designate absences that meet the criteria of the FMLA. The use of any paid or unpaid leave for an FMLA-qualifying event will run concurrently with, not in addition to, the use of the FMLA for that event. Employees will be required to exhaust all paid leave excluding compensatory time prior to using any leave without pay, except for FMLA leave for a work-related injury or illness. Leave for a work-related injury, covered by workers' compensation or assault benefits, will also run concurrently with the FMLA.
- 13.5** A. Parental leave shall be granted to the employee for the purpose of bonding with his or her natural newborn, adoptive or foster child. Parental leave may extend up to six months, including time covered by the FMLA, during the first year after the child's birth or placement. Leave beyond the period covered by the FMLA may only be denied by the Employer due to operational necessity. Such denial may be grieved beginning at the Agency Head Step of the grievance procedure in Article 27.
- B. Parental leave may be a combination of the employee's accrued vacation leave, sick leave for pregnancy disability or other qualifying events, personal holiday, compensatory time, or leave without pay.
- 13.6** Serious health condition leave consistent with the requirements of the FMLA shall be granted to an employee in order to care for a spouse, son, daughter, or parent who suffers from a serious medical condition that requires on-site care or supervision by the employee. Personal medical leave consistent with the requirements of the FMLA shall be granted to an employee for his or her own serious health condition that requires the employee's absence from work. The Employer may require that such personal medical leave or serious health condition leave be supported by certification from the employee's or family member's health care provider.
- 13.7** Personal medical leave or serious health condition leave covered by the FMLA may be taken intermittently when certified as medically necessary.
- 13.8** Upon returning to work after the employee's own FMLA-qualifying illness, the employee will be required to provide a fitness for duty certificate from a health care provider.
- 13.9** If the need is foreseeable, the employee shall provide the Employer with not less than thirty (30) days' notice before the FMLA leave is to begin. If the need for the leave is unforeseeable thirty (30) days in advance, then the employee shall provide such notice when feasible.

- 13.10** Following an absence granted for the situations in Subsection 13.1 A of this Article, the employee shall return to the same or equivalent position held prior to the absence as set forth in RCW 49.78.070.

## **ARTICLE 14**

### **NON-OPERATIONAL WORKSITES/INABILITY TO REPORT TO WORK**

- 14.1** If the Employer decides that a state office or work location is non-operational for reasons including inclement weather, natural disasters and safety threats, the Employer may take the following actions:
- A. Non-emergency employees (as determined by an agency head or designee) may be released with no loss of pay during any disruption of services.
  - B. Non-emergency employees may be reassigned to similar positions at locations within a reasonable driving distance from the non-operational location during any disruption of services.
- 14.2** Employees who work their normal hours during the disruption will not receive additional compensation.
- 14.3** If a work location remains fully operational but an employee is unable to report to work or remain at work for reasons including inclement weather and natural disaster, the employee's leave will be charged in the following order:
- A. Any earned compensatory time
  - B. Any accrued vacation leave
  - C. Up to three (3) days of accrued sick leave per calendar year
  - D. Leave without pay
- 14.4** Tardiness due to an employee's inability to report for scheduled work for reasons including inclement weather, natural disaster and safety threats will be allowed up to one (1) hour of paid time at the beginning of the workday. Section 14.3 will apply to any additional late time.

## **ARTICLE 15**

### **MISCELLANEOUS LEAVE**

- 15.1** Employees shall be allowed paid leave, during scheduled work time, for:
- A. Examinations or interviews for state employment,
  - B. To receive assessment from the Employee Advisory Service, or
  - C. To serve as a member of a jury.

Employees shall receive their basic salary and be allowed to retain any compensation paid to them for their jury duty service.

- 15.2** In the Department of Natural Resources, leave with pay equivalent to one (1) regular work shift may be allowed for the purpose of rest and recuperation after ten (10) consecutive days performing emergency work under an incident command system as defined in RCW 38.52.010.
- 15.3** A subpoenaed employee will receive leave with pay, during scheduled work time, to appear in court or an administrative hearing to testify about a job-related matter unless he or she is a party in the matter or has an economic interest in the matter. Nothing in this Section shall preclude an employee from receiving leave with pay to appear in court or an administrative hearing on behalf of the Employer, or as provided in Article 27, Grievance Procedure.
- 15.4** Employees shall not be eligible for per diem or travel expenses under this Article.

## **ARTICLE 16**

### **LEAVE WITHOUT PAY**

- 16.1** Leave without pay shall be granted for the following reasons:
- A. Family and medical leave (Article 13)
  - B. Compensable work-related injury or illness leave
  - C. Military leave
  - D. Child and elder care emergencies
- 16.2** Leave without pay may be granted for the following reasons:
- A. Education leave
  - B. U.S. Public Health Service and Peace Corps leave
  - C. Governmental service leave
  - D. Conditions applicable for leave with pay
  - E. Seasonal career employment
  - F. As otherwise provided for in this Agreement
- 16.3 Limitations**  
Leave without pay shall be limited to twelve (12) months or fewer in any consecutive five (5) year period, except for compensable work-related injury or illness, or educational, governmental service, military, or seasonal career employment leaves.
- 16.4 Returning Employee Rights**  
Employees returning from authorized leave without pay shall be employed in the same position or in another position in the same job classification and the same

geographical area, as determined by the Employer, provided that such reemployment is not in conflict with other articles in this Agreement.

**16.5 Educational Leave**

Leave without pay may be granted for educational leave for the duration of actual attendance in an educational program.

**16.6 Child and Elder Care Emergencies**

Leave without pay shall be granted for child and elder care emergencies and is limited to a maximum of three (3) days per calendar year. Compensatory time or paid leave may also be used for child and elder care emergencies, subject to the limitations above.

**16.7 Seasonal Career Employment**

Leave without pay may be granted to seasonal career employees during their off-season.

**16.8 Governmental Service Leave**

Leave without pay may be granted for governmental service in the public interest, including but not limited to the U.S. Public Health Service or Peace Corps leave.

**ARTICLE 17**  
**SAFETY AND HEALTH**

**17.1** The Employer, Employee and Union have a responsibility for workplace safety.

- A. The Employer will provide a work environment in accordance with safety standards established by the Washington Industrial Safety and Health Act (WISHA). Reference: <http://www.lni.wa.gov/rules/wacs.htm>. Safety committees will be established in accordance with WAC. The Safety Officer's name and phone number will be posted on WISHA workplace posters.
- B. Employees will comply with all safety practices and standards established by WISHA and the Employer. The Employer's standards will not be lower than those established by WISHA.
- C. The Union will work cooperatively with the Employer on safety related matters and encourage employees to work in a safe manner.
- D. Grievances concerning safety conditions are permitted, but will be held in abeyance pending the outcome of any complaint filed with the Washington State Department of Labor and Industries.

- 17.2** The Employer will determine and provide the required safety devices, personal protective equipment and apparel, and ergonomic equipment that employees will wear and/or use.
- A. Employees shall wear or use Employer-provided safety equipment appropriate to the situation when working in an environment for which the safety equipment is required, and employees shall be furnished notice of such safety equipment requirements in writing.
  - B. Each employee shall be responsible for the safe operation and for the preventative maintenance of all assigned equipment within the resources provided by the Employer.
- 17.3** Smoking is prohibited within Employer facilities, buildings and vehicles.
- 17.4** If the Employer determines there is a valid threat, the Employer will follow its written emergency and/or evacuation procedures.

## **ARTICLE 18**

### **WILDFIRE SUPPRESSION AND OTHER EMERGENCY DUTY**

- 18.1** The provisions of this Article apply to Department of Natural Resources (DNR) employees when performing wildfire suppression or other emergency duties under the incident command system.
- 18.2 Fire Season Work Schedules**  
While the state's fire season is in effect, work schedules for wildfire suppression personnel may be assigned that are other than Monday through Friday and 8:00 a.m. to 4:30 p.m. Such fire season schedules shall provide for equitable rotation if requested by a majority of the affected employees.
- 18.3** For those employees whose permanent or temporary duty station is a correctional facility, DNR shall establish, by April 15 each year, a priority list for assigning overtime when assignments are not determined by closest forces. Employees may request to drop to the bottom of such priority list for a specified length of time with reasonable notice to their first-line management supervisor. The priority list shall be posted in a place visible to employees.
- 18.4 Rotational Fire Duty Standby**  
While the state's fire season is in effect, separate rotational standby schedules may be established for incident command system positions of Division Supervisor, Task Force Leader, and Resource Boss. If established, the rotational schedules will be posted in region and division offices and updated weekly. Actual rotation will not begin or continue except as authorized by the Employer. The Employer will make pagers or similar communication devices available to

employees if on rotational standby for deployment as a Division Supervisor, Task Force Leader, or Resource Boss.

#### **18.5 Agreement Applies to All Deployments**

- A. Wildfire suppression working conditions, as specified in this Agreement, are considered usual and customary in any wildfire suppression operation to which the Employer has deployed employees.
- B. On inter-agency fires, DNR shall designate a knowledgeable agency representative or contact to ensure compliance with provisions of this Agreement.

#### **18.6 Length of Deployment**

- A. The Employer retains sole authority to dispatch employees to fires even when dispatched to inter-agency fires.
- B. If not released from wildfire suppression duty by the tenth (10<sup>th</sup>) consecutive day following deployment away from their duty station, employees will be scheduled for rest and recuperation and unavailable for work assignments for twenty-four (24) hours. The rest and recuperation period is intended to occur no later than the fourteenth (14<sup>th</sup>) consecutive calendar day. Up to forty-eight (48) hours of travel to and up to forty-eight (48) hours of travel from the fire incident are excluded in calculating ten (10) consecutive days. During a rest and recuperation period, the employee will be paid eight (8) hours miscellaneous leave (ten (10) hours miscellaneous leave for an employee on a 4-10 schedule). Rest and recuperation leave is paid at the employee's straight time hourly rate.
- C. When a rest and recuperation period, as discussed above, does not occur because of scheduling considerations before release from fire suppression duty away from an employee's duty station, the employee shall take rest and recuperation miscellaneous leave on the first calendar day after returning from fire duty to the employee's regular duty station.
- D. Deployment beyond fourteen (14) consecutive days requires mutual agreement of the employee's Region/Division Manager, the DNR Resource Protection Division Manager, and the employee. Approval to extend fire duty deployment beyond fourteen (14) consecutive calendar days shall include a provision for scheduling a rest and recuperation period if not already taken at the earliest opportunity consistent with safety and scheduling considerations.

#### **18.7 Normal Rest Periods**

When an employee is deployed under the incident command system to wildfire suppression duty, it is normally appropriate to grant a reasonable rest period after twelve (12) hours of fire line duty. Except when precluded by extraordinary circumstances, a rest period is eight (8) or more continuous duty/travel free hours.

### **18.8 Fit for Duty**

As in all other instances, employees while deployed to wildfire suppression and/or other emergency duty under the incident command system are responsible within their means to be physically able to resume their duties at the start of each work shift.

### **18.9 Fire Camp**

- A. DNR employees are not required to remain in wildfire base camp during off duty hours.
- B. When a wildfire suppression base camp is established for overnight operation and one-way travel to the nearest community does not unreasonably exceed one (1) hour, the Employer will, except when precluded by extraordinary circumstances, provide for round trip transportation to the nearest community for employees who are off duty.

### **18.10 Laundry Services**

After five (5) consecutive calendar days away from their duty station, employees deployed to emergency duty under the incident command system shall be entitled to laundry services until released from emergency duty. If contracted laundry services are not provided, employees shall be reimbursed for laundry costs incurred pursuant to Office of Financial Management, State Administrative and Accounting Manual, Subsection 10.60.10.

### **18.11 Return to Normal Duties**

- A. Upon return to normal duties following release from extended emergency duty under the incident command system, the Employer will provide work for an employee during regular scheduled hours if there is work that the employee can perform safely and productively. If, in the immediate supervisor's judgment, there is not work that the employee can safely and productively perform, the immediate supervisor will direct the employee to go off duty and will notify the employee when scheduled to return to duty. If an employee is directed to rest at the duty station, the directed rest time at the duty station is duty time.
- B. If an employee returning from extended emergency duty under the incident command system is directed to go off duty or desires to go off duty, the employee may request to be allowed to delay the start of his or her normal schedule of regular hours and to make up regular shift hours during the remainder of the workday or during the remainder of the workweek without incurring overtime. The Employer will within reason approve such employee requests. The Union acknowledges there may be circumstances that preclude approving a request. When regular hours are made up during the remainder of the workday or during the remainder of the workweek, the regular hours are paid at the straight time rate. If an employee returning from extended emergency duty under the incident command system requests to use accrued

vacation leave, the Employer will within reason approve the employee request.

#### **18.12 Meals**

- A. When fire safety requires employees to remain at a fire site for a period which extends three (3) or more hours beyond their normal eight (8) hour work shift, each employee is entitled to a nutritious meal and to an additional meal for every four (4) hours of continuous work thereafter.
- B. In emergency situations, on short notice, when an employee is required to report for duty three (3) or more hours prior to their normal work shift, each employee is entitled to a nutritious meal.
- C. Meal delivery requirements may be flexible to facilitate a hot or a better quality meal at a camp or restaurant (in lieu of a cold lunch) at the option of a majority of the employees involved.

#### **18.13 Sleeping Bags**

On a project fire, each employee who remains at the site shall be provided a sleeping bag and a sleeping pad of good quality.

#### **18.14 Inclement Weather Facilities**

On a project fire during inclement weather, reasonably warm and dry facilities will be provided as soon as possible for eating and sleeping.

#### **18.15 Shower Facilities**

On a project fire, shower facilities including soap shall be made available as soon as possible except when precluded by extraordinary circumstances.

### **ARTICLE 19 INMATE CREW SUPERVISION**

**19.1** Inmate crew size is normally ten (10) inmates. However, after investigation of circumstances brought to the attention of the Employer by an inmate crew supervisor, actions taken by the Employer to ensure the safety of the inmate crew supervisor and the inmate crew members may include adjustment of the crew size on a given day.

**19.2** Inmate crew supervisors are responsible for inmates at all times while inmates are under their supervision. Inmate crew supervisors are responsible to immediately report inmate incidents, including inmate flight. Inmate crew supervisors are not responsible for capturing inmates who flee. While in a camp, inmate crew supervisors are to be relieved of supervision of inmates during meal periods.

## **ARTICLE 20**

### **UNIFORMS, TOOLS AND EQUIPMENT**

#### **20.1 Uniforms**

The Employer may require employees to wear uniforms. Where required, the Employer will determine and provide uniforms or equivalent clothing allowance.

#### **20.2 Tools and Equipment**

As established by current practices, the Employer may determine and provide necessary tools, tool allowance, equipment and foul weather gear. The Employer will repair or replace employer-provided tools and equipment if damaged or worn out beyond usefulness in the normal course of business. Employees will be responsible for reimbursing the Employer for any provided tool or equipment damaged or lost due to proven negligence by the employee.

## **ARTICLE 21**

### **DRUG AND ALCOHOL FREE WORKPLACE**

**21.1** All employees must report to work in a condition fit to perform their assigned duties unimpaired by alcohol or drugs.

#### **21.2 Possession of Alcohol and Illegal Drugs**

A. Employees may not use or possess alcohol in state vehicles, on agency premises, or other governmental or private worksites where employees are assigned to conduct official state business, except when:

1. The premises are considered residences;
2. The premises or state vehicles are used for the transportation, purchase, distribution and sale of alcohol pursuant to state law; or
3. The use or possession is required pursuant to a lawful investigation.

B. The unlawful use, possession, delivery, dispensation, distribution, manufacture or sale of drugs in state vehicles, on agency premises, or on official business is prohibited.

#### **21.3 Prescription Medications**

Employees are responsible for consulting their physician as to any limitations on their ability to perform the duties of their position as a result of taking physician-prescribed drugs. Employees shall report any such limitations to their supervisor or other designated official before resuming their work duties.

#### **21.4 Drug and Alcohol Testing – Safety Sensitive Functions**

- A. Employees required to have a Commercial Driver's License (CDL) or to be licensed by the United States Coast Guard are subject to pre-employment, post-accident, random and reasonable suspicion testing in accordance with the U.S. Department of Transportation Rules, Coast Guard Regulations (46 CFR Part 16) or the Federal Omnibus Transportation Employee Testing Act of 1991. The testing shall be conducted in accordance with current agency policy.
- B. In addition, employees who perform safety-sensitive functions are subject to pre-employment, post-accident, post-firearm shooting incidents, and reasonable suspicion testing. The testing shall be conducted in accordance with agency policy.
- C. Safety-sensitive is defined as those positions where an employee is issued a firearm, works with incarcerated minors or offenders, required to operate state-owned motorized equipment, dispenses medication or transports clients, students, citizens, patients, residents or offenders.

#### **21.5 Reasonable Suspicion Testing**

Reasonable suspicion testing for alcohol or controlled substances may be directed by the Employer for any employee performing safety sensitive functions or any employee of the WSP when there is reason to suspect that alcohol or controlled substance usage may be adversely affecting the employee's job performance or that the employee may present a danger to the physical safety of the employee or another. Specific objective grounds must be stated in writing that support the reasonable suspicion.

#### **21.6 Referral and Testing**

##### **A. Referral**

Referral for testing will be made on the basis of specific objective grounds documented by a supervisor who has attended the training on detecting the signs/symptoms of being affected by controlled substances/alcohol and verified by another trained supervisor or manager.

##### **B. Testing**

A refusal to test is considered the same as a positive test. When an employee is referred for testing, he or she will be removed immediately from duty and transported to the collection site. The cost of testing, including the employee's salary will be paid by the Employer.

Testing will be conducted in such a way to ensure maximum accuracy and reliability by using the techniques, chain of custody procedures, equipment and laboratory facilities, which have been approved by the U.S. Department of Health and Human Services. All employees notified of a positive controlled substance or alcohol test result may request an independent test of

their split sample at the employee's expense. If the test result is negative, the Employer will reimburse the employee for the cost of the split sample test.

#### **21.7 Discipline**

An employee who is found to be impaired on the job due to the use of controlled substances or alcohol may be subject to disciplinary action in accordance with existing laws and regulations, but the results of such drug or alcohol test shall provide no independent basis for disciplinary action. The agency may use the results of a drug or alcohol test to require an employee to successfully complete a rehabilitation plan. The rehabilitation plan terms may require the employee to pass all subsequent drug or alcohol tests. In this situation, the results of a subsequent drug or alcohol test may be the basis for disciplinary action.

In the event an employee is found to have used controlled substances or alcohol, the agency shall inform the employee of available assistance through the employee advisory service or other similar program.

#### **21.8 Training**

Training will be made available to all managers and supervisors. The training will include:

- A. The elements of the Employer's Drug and Alcohol Free Workplace Program;
- B. The effects of drugs and alcohol in the workplace;
- C. Behavioral symptoms of being affected by controlled substances and/or alcohol;
- D. Rehabilitation services available; and
- E. Medical confidentiality and HIPPA regulations regarding prescription and over-the counter medications.

## **ARTICLE 22 USE OF STATE VEHICLES**

**22.1** Employees are responsible for providing their own transportation between their home and duty station or field site. However, the Employer may authorize an employee to take a state vehicle home, in accordance with Office of Financial Management regulations. The Employer understands and agrees to fulfill its collective bargaining responsibility in regards to this matter.

**22.2** Employees shall be notified upon hire of the necessity to use their personal vehicle for state business, if such use is on a regular/frequent basis. The Employer agrees to compensate employees in accordance with OFM regulations for the use

of their personal vehicle in the state's interest. Employees shall not be required to ride in another person's vehicle.

## **ARTICLE 23**

### **OFF-DUTY CONDUCT**

- 23.1** The off-duty activities of an employee may not be grounds for disciplinary action unless said activities are a conflict of interest as set forth in RCW 42.52, or a nexus exists between the employee's activities and employment. Employees shall report all arrests and any court-imposed sanctions or conditions that affect their ability to perform assigned duties to their appointing authority within twenty-four (24) hours or prior to their scheduled work shift, whichever occurs first.
- 23.2** Protected activities will not be grounds for discipline or retaliation.

## **ARTICLE 24**

### **EMPLOYEE ACTIVITY AND PRIVACY**

- 24.1** The Employer will take all reasonable efforts to maintain the confidentiality of personal information about an employee. Confidential information obtained by the Employer about an employee must not be improperly divulged.
- 24.2** The Employer will not release confidential personal and/or contact information in any files maintained for employees to third parties, to the extent that disclosure would violate an employee's right to privacy, unless disclosure is at the request of the Employee or compelled by law or court order.
- 24.3** The Employer will promptly notify an employee when the Employer receives a request by a third party, other than law enforcement or court order, to release confidential, personal information about an employee or the Employer proposes to release such information on its own initiative. Notice will be provided to the employee sufficiently in advance of the release of any such information so that, if necessary, the employee may reasonably contest the release of the information.
- 24.4 Health Care Information**  
The Employer will not require employees to provide information about the health or medical condition of the employee or the employee's family unless such information is specifically and directly related to the performance of duties within the scope of employment, fitness to hold the employee's position or the providing of benefits requested by the employee. Health and medical information obtained by the Employer will be maintained in a separate, confidential file and access to this information by the Employer's personnel will be limited to those persons with a legitimate business or legal need to know. Employees will not be requested to sign a general or unlimited waiver of medical confidentiality.

- 24.5** Employees may make *de minimis* personal use of the Employer's telephones, computers, e-mail system, and facilities in a manner consistent with WAC 292.110.010. De minimis is defined as: there is little or no cost to the state; any use is brief in duration, and is infrequent and is the most effective use of time or resources; the use does not interfere with the performance of the officer's or employee's official duties; the use does not disrupt or distract from the conduct of state business due to volume or frequency; the use does not disrupt other state employees and does not obligate them to make a personal use of state resources; and the use does not compromise the security or integrity of state property, information, or software.
- 24.6** Employees may make and receive telephone calls on their personal cell phones, provided this activity does not unreasonably interfere with the performance of the employee or the agency.
- 24.7** Employees generally will not be subjected to video monitoring in the workplace without notice by the Employer. Where the Employer has reasonable grounds to believe that an employee is engaging in misconduct, the Employer may use video monitoring without prior notice as part of a specific investigation, provided:
- A. The Employer prepares a written investigation plan describing the reason, duration and scope of the investigation; and
  - B. The video monitoring is narrowly tailored to meet the purpose of the investigation.

## **ARTICLE 25**

### **RESIDENCY REQUIREMENT – WSP AND LCB**

- 25.1 Applicability**  
This Article applies only to Washington State Patrol Bargaining Units and Liquor Control Board Liquor Enforcement Officers.
- 25.2 Employees Subject to Emergency Callout But no Assigned State Vehicle**
- A. Employees who because of the nature of their duties may be subject to emergency callout, will be allowed to live seventy-five (75) miles from their duty station;
  - B. The Internet program Expedia.com (shortest route) will be the official measurement of the distance from the duty station to the employee's residence. If Expedia.com does not recognize a street name or address, the employee will be responsible for finding the nearest address that Expedia.com does recognize and then driving the remaining distance with his or her

supervisor to determine whether the residence is within the 75-mile limitation;

- C. The mileage determination on Expedia.com will not contain water (ferry) miles, airline, straight line or any other method of mileage measurement other than all-season maintained streets recognized by Expedia.com. In the case of a new street, the employee will have to get a determination from his/her supervisor whether the street meets the definition of an all-season maintained street, road, highway, etc.; and
- D. This Section will not affect anyone who has been previously approved for a waiver of the mileage limitations; however, if an individual moves from his or her previously approved residence, the new residence location must comply with this Article.

### **25.3 Employees With Assigned Take Home Vehicles**

- A. WSP employees with assigned take-home vehicles shall live within forty-five (45) miles of their assigned district, division, or duty station. Liquor Enforcement Officers shall live within forty-five (45) miles of their assigned duty station.
- B. The Internet program Expedia.com (fastest route) will be the official measurement of the distance from the division, district or assigned duty station, to the employee's residence. If Expedia.com does not recognize a street name or address, the employee will be responsible for finding the nearest address that Expedia.com does recognize and then driving the remaining distance with his or her supervisor to determine whether the residence is within the mileage limitations.
- C. The mileage determination on Expedia.com will not contain water (ferry) miles, airline, straight line or any other method of mileage measurement other than all-season paved, maintained streets recognized by Expedia.com that are generally open, passable and available to be used by bargaining unit members to travel to and from their division, district or assigned duty station at the beginning and end of each shift for twelve (12) months each year. In the case of a new street, the employee will have to get a determination from his or her supervisor as to whether the street meets the definition of an all-season, maintained, paved street, road, highway, etc.; and
- D. Any employee who decides to take advantage of the terms of this Article will be required to send an Interoffice Communication (IOC) through the chain-of-command, which must be approved by the Bureau Director/Assistant Chief, before moving. The IOC will provide notice of the intent to move to a residence under the terms of this Article, accompanied by a copy of the Expedia.com map showing that the new residence complies with the terms of this Article.

- E. This Section will not affect anyone who has been previously approved for a waiver of the mileage limitations; however, if an individual moves from his or her previously approved residence, the new residence location must comply with this Article.

## **ARTICLE 26**

### **DISCIPLINE**

- 26.1** The Employer will not discipline any permanent employee without just cause.
- 26.2** Discipline includes oral and written reprimands, reductions in pay, suspensions, demotions, and discharges. Oral reprimands will be identified as such.
- 26.3** When disciplining an employee, the Employer will make a reasonable effort to protect the privacy of the employee.
- 26.4** All agency policies regarding investigatory procedures related to alleged staff misconduct are superseded. The Employer has the authority to determine the method of conducting investigations.
- 26.5** Upon request, an employee has the right to a union representative at an investigatory interview called by the Employer, if the employee reasonably believes discipline could result. An employee may also have a union representative at a pre-disciplinary meeting. Pre-disciplinary meetings will be offered prior to imposing reductions in pay, suspensions, demotions and discharges. Employees seeking representation are responsible for contacting their representative.
- 26.6** Prior to imposing discipline other than reprimands, the Employer will inform the employee in writing of the reasons for contemplating discipline and an explanation of the evidence. The Employer will provide the Union with a copy. The employee will be provided an opportunity to respond either at a meeting scheduled by the Employer, or in writing if the employee prefers. A pre-disciplinary meeting with the Employer will be considered time worked.
- 26.7** The Employer has the authority to impose discipline, which is then subject to the grievance procedure set forth in Article 27. Oral and written reprimands, however, may be processed only through the agency head step of the grievance procedure.
- 26.8 Removal of Documents**
- A. Written reprimands will be removed from an employee's personnel file after three (3) years if:
1. Circumstances do not warrant a longer retention period; and
  2. There has been no subsequent discipline; and
  3. The employee submits a written request for its removal.

- B. Records of disciplinary actions involving reductions-in-pay, suspensions, or demotions, and written reprimands not removed after three (3) years will be removed after six (6) years if:
  - 1. Circumstances do not warrant a longer retention period; and
  - 2. There has been no subsequent discipline; and
  - 3. The employee submits a written request for its removal.
- C. Nothing in this Section will prevent the Employer from agreeing to an earlier removal date, unless to do so would violate RCW 41.06.450.

## **ARTICLE 27**

### **GRIEVANCE PROCEDURE**

#### **27.1 Terms and Requirements**

The Union and the Employer agree that it is in the best interest of all parties to resolve disputes at the earliest opportunity and at the lowest level. The Union and the Employer encourage problem resolution between employees and management and are committed to assisting in resolution of disputes as soon as possible. In the event a dispute is not resolved in an informal manner, this Article provides a formal process for problem resolution.

##### **A. Grievance Definition**

A grievance is an allegation by an employee or a group of employees that there has been a violation, misapplication, or misinterpretation of this Agreement, which occurred during the term of this Agreement. The term “grievant” as used in this Article includes the term “grievants.”

##### **B. Filing a Grievance**

Grievances may be filed by the Union on behalf of an employee or on behalf of a group of employees. If the Union does so, it will set forth the name of the employee or the names of the group of employees.

##### **C. Computation of Time**

The time limits in this Article must be strictly adhered to unless mutually modified in writing. Days are calendar days, and will be counted by excluding the first day and including the last day of timelines. When the last day falls on a Saturday, Sunday or holiday, the last day will be the next day which is not a Saturday, Sunday or holiday. Transmittal of grievances, appeals and responses will be in writing. Transmittal of grievances, appeals, and responses may be filed by fax or email.

The original document filed electronically shall be mailed to the recipient on the same day the electronic copy is transmitted. In any case, filing by personal delivery to the recipient is acceptable.

D. Failure to Meet Timelines

Failure by the Union to comply with the timelines will result in the automatic withdrawal of the grievance. Failure by the Employer to comply with the timelines will entitle the Union to move the grievance to the next step of the procedure.

E. Contents

The written grievance must include the following information or it will not be processed:

1. The nature of the grievance;
2. The facts upon which it is based;
3. The specific article and section of the Agreement violated;
4. The specific remedy requested; and
5. The name of the grievant(s) and;
6. The name and signature of the Union representative.

F. Modifications

No newly alleged violations may be made after the initial written grievance is filed, except by written mutual agreement.

G. Resolution

If the Employer provides the requested remedy or a mutually agreed-upon alternative, the grievance will be considered resolved and may not be moved to the next step.

H. Withdrawal

A grievance may be withdrawn at any time.

I. Resubmission

If resolved or withdrawn, a grievance cannot be resubmitted.

J. Pay

Job representatives will be provided a reasonable amount of time during their normal working hours to investigate and process grievances through the agency head level. Grievants and job representatives will not lose pay for attending scheduled: (1) informal dispute resolution meetings; (2) grievance meetings; (3) alternative dispute resolution sessions; (4) and arbitration hearings held during their scheduled work time. Grievants will not be paid for informal dispute resolution meetings, grievance meetings, alternative dispute resolution sessions, and arbitration hearings held during their off-duty time.

K. Group Grievances

No more than five (5) grievants will be permitted to attend a single grievance meeting.

L. Consolidation

The Employer may consolidate grievances arising out of the same set of facts.

M. Bypass

Any of the steps in this procedure may be bypassed with mutual written consent of the parties involved at the time the bypass is sought.

N. Discipline

Disciplinary grievances will be initiated at the level at which the disputed action was taken.

O. Grievance Files

Written grievances and responses will be maintained separately from the personnel files of the employees.

P. Alternative Resolution Methods

Any time during the grievance process, by mutual consent, the parties may use alternative methods to resolve the dispute. If the parties agree to use alternative methods, the time frames in this Article are suspended. If the selected alternative method does not result in a resolution, the Union may return to the grievance process and the time frames resume.

## **27.2 Filing and Processing**

A. Filing

A grievance must be filed within thirty (30) days of the occurrence giving rise to the grievance, or the date the grievant knew or could reasonably have known of the occurrence. This thirty (30) day period will be used to attempt to informally resolve the dispute.

B. Processing

**Step 1** If the issue is not resolved informally, the Union may present a written grievance to the supervisor or designee with a copy to the Human Resources Office, within the thirty (30) day period described above. The responsible supervisor, manager or designee will meet or confer by telephone with a union representative and the grievant within fifteen (15) days of receipt of the grievance, and will respond in writing to the Union within fifteen (15) days after the meeting or conference.

**Step 2** If the grievance is not resolved at Step 1, the Union may move it to the next step by filing it with the appointing authority, with a copy to the Human Resources Office, within fifteen (15) days of the grievant's receipt of the Step 1 decision. The appointing authority or designee will meet or confer by telephone with a union representative and the grievant within fifteen (15) days of receipt of the appeal and will respond in writing to the Union within fifteen (15) days after the meeting or conference.

**Step 3** If the grievance is not resolved at Step 2, the Union may move it to the next step by filing it with the agency head, with a copy to the Human Resources Office, within fifteen (15) days of the Union's receipt of the Step 2 decision. The agency head or designee will meet or confer by telephone with a union representative and the grievant within fifteen (15) days of receipt of the appeal, and will respond in writing to the Union within fifteen (15) days after the meeting or conference.

**Step 4** If the grievance is not resolved at Step 3, the Union may file a demand for arbitration (with a copy of the grievance and all responses attached). It will be filed with the Director of the OFM Labor Relations Office (OFM/LRO) and the agency head/designee within fifteen (15) days of receipt of the Step 3 decision. Within fifteen (15) days of the receipt of the arbitration demand, the OFM/LRO will:

1. Schedule a pre-arbitration review meeting with the OFM/LRO Director or designee, the agency's Human Resource Office representative, and the Union's representative to review and attempt to settle the dispute.
2. If the matter is not resolved in this pre-arbitration review, within 15 days of the meeting, the Union may file a demand to arbitrate the dispute with the American Arbitration Association (AAA).

C. Selecting an Arbitrator

The parties will select an arbitrator by mutual agreement or by alternately striking names supplied by the AAA, and will follow the Labor Arbitration Rules of the AAA unless they agree otherwise in writing.

D. Authority of the Arbitrator

1. The arbitrator will:
  - a. Have no authority to add to, subtract from, or modify any of the provisions of this Agreement;
  - b. Be limited in his or her decision to the grievance issue(s) set forth in the original written grievance unless the parties agree to modify it;
  - c. Not make any decision that would result in the violation of this Agreement;
  - d. Not make any award that provides an employee with compensation greater than would have resulted had there been no violation of this Agreement;
  - e. Not have the authority to order the Employer to modify his or her staffing levels or to direct staff to work overtime.

2. The arbitrator will hear arguments on and decide issues of arbitrability before the first day of arbitration at a time convenient for the parties, immediately prior to hearing the case on its merits, or as part of the entire hearing and decision-making process. If the issue of arbitrability is argued prior to the first day of arbitration, it may be argued in writing or by telephone, at the discretion of the arbitrator. Although the decision may be made orally, it will be put in writing and provided to the parties.
3. The decision of the arbitrator will be final and binding upon the Union, the Employer and the grievant.

E. Arbitration Costs

1. The expenses and fees of the arbitrator, and the cost (if any) of the hearing room will be shared equally by the parties.
2. If the arbitration hearing is postponed or canceled because of one party, that party will bear the cost of the postponement or cancellation. The costs of any mutually agreed upon postponements or cancellations will be shared equally by the parties.
3. If either party desires a record of the arbitration, a court reporter may be used. If that party purchases a transcript, a copy will be provided to the arbitrator, free of charge. If the other party desires a copy of the transcript, it will pay for half of the costs of the fee for the court reporter, the original transcript and a copy.
4. Each party is responsible for the costs of its attorneys, staff representatives, and all other costs related to the development and presentation of their case. When an employee is subpoenaed as a witness on behalf of the Union in an arbitration case, the employee may appear without loss of pay if he or she appears during his or her work time. Such subpoenaed witnesses will appear for only the time necessary to participate in the arbitration as required by the parties. Every effort shall be made to avoid the presentation of repetitive witnesses. The Union is responsible for paying any travel or per diem expenses for its witnesses, the grievant and the job representative. Grievants and their witnesses will not be paid for preparation for arbitration hearings, but may use leave for such activities.

**27.3 Election of Remedies**

Arbitrating a claim under this Article constitutes a waiver of the right to pursue the same claim before the Equal Employment Opportunity Commission, the Human Rights Commission, or in a judicial or other forum. Pursuit of a claim before the Equal Employment Opportunity Commission, the Human Rights Commission, or in a judicial or other forum constitutes a waiver of the right to pursue the claim through arbitration under this Article.

## **ARTICLE 28**

### **LEGAL DEFENSE**

If bargaining unit employees become defendants in civil liability suits arising out of actions taken or not taken in the course of their employment for the state, they have the right to request representation and indemnification through their agency according to RCW 4.92.060 and .070.

## **ARTICLE 29**

### **PERSONNEL FILES AND OTHER EMPLOYEE INFORMATION**

- 29.1** There will be one (1) official personnel file maintained for each employee by the Employer. The location of personnel files will be determined by the employing agency. All references to “supervisory file” in this Agreement refer to the file kept by the employee’s first-line supervisor.
- 29.2** An employee may examine his or her own personnel and supervisory files. Written authorization from the employee is required before any representative of the employee will be granted access to the personnel file. The employee and/or representative may not remove any contents; however, an employee may provide a written rebuttal to any information in the file that he or she considers objectionable. The Employer may charge a reasonable fee for copying any materials beyond the first copy requested by the employee or his or her representative.
- 29.3** A copy of any material to be placed in an employee’s personnel file that might lead to disciplinary action will be provided to the employee. An employee may have documents relevant to his or her work performance placed in his or her personnel file.
- 29.4** Adverse material or information related to alleged misconduct that is determined to be false, and all such information in situations where the employee has been fully exonerated of wrongdoing will be removed from the employee’s personnel file. The Employer may retain this information in a legal defense file and will only be used or released when required by regulatory agency (acting in their regulatory capacity), in the defense of an appeal or legal action, or otherwise required by law.
- 29.5** Medical files will be kept separate and confidential in accordance with state and federal law.

**ARTICLE 30**  
**FITNESS FOR DUTY/REASONABLE ACCOMMODATION/**  
**DISABILITY SEPARATION**

The Employer will follow state and federal laws and the Washington Administrative Code with regard to reasonable accommodation and disability separation.

**ARTICLE 31**  
**SENIORITY**

**31.1 Definition**

A. Seniority for full-time employees shall be defined as the employee's length of unbroken state service. Seniority for part-time or intermittent employees shall be based on actual hours worked. All time spent in leave without pay status shall be deducted from the calculation of seniority, except leave without pay of fifteen (15) consecutive calendar days or less will not affect an employee's seniority. When an employee is on leave without pay for more than fifteen (15) consecutive calendar days, the employee's seniority will not be affected when the leave without pay is taken for:

1. Military leave,
2. Workers' compensation,
3. Governmental service leave,
4. Educational leave, contingent upon successful completion of the coursework, and/or
5. Reducing the effects of layoff.

Time spent on a temporary layoff or when an employees work hours are reduced in accordance with Section 32.6 of Article 32, Layoff and Recall, shall not be deducted from the calculation of seniority. Employees who are separated from state service due to layoff, and are reemployed within two (2) years of their separation date shall not be considered to have a break in service.

B. For the purposes of layoffs, a maximum of five (5) years' credit will be added to the seniority of permanent employees who are veterans or to their unmarried widows or widowers, as provided for in RCW 41.06.133 (13).

C. If two (2) or more employees have the same unbroken state service date, ties shall be broken in the following order:

1. Longest continuous time within their current job classification;
2. Longest continuous time with the agency; and
3. By lot

### **31.2 Application**

This Article will apply prospectively. Employees shall retain their current unbroken state service date, which shall become their seniority date.

## **ARTICLE 32 LAYOFF AND RECALL**

- 32.1** The Employer shall determine the basis for, extent, effective date and the length of layoffs in accordance with the provisions of this Article. The Employer agrees to explore opportunities to avoid or minimize layoff, such as transfers, voluntary demotion, voluntary reduced work schedule, or voluntary leave without pay.

### **32.2 Notification**

For other than layoffs from project employment and seasonal career employment, the Employer will notify the Union of pending layoffs at least thirty (30) calendar days prior to the effective date of the reduction in force.

Permanent employees will receive notice per WAC 357-46-025 thru 030.

### **32.3 Basis for Layoff**

Layoffs may occur for any of the following reasons:

- A. Lack of funds
- B. Lack of work
- C. Good faith reorganization
- D. Ineligibility to continue in a position that was reallocated
- E. Termination of a project
- F. Fewer positions available than the number of employees entitled to such positions either by statute or other provision.

### **32.4 Voluntary Layoff, Leave of Absence or Reduction in Hours**

Appointing authorities may allow an employee to volunteer to be laid off, take an unpaid leave of absence or reduce his or her hours of work in order to reduce layoffs. If it is necessary to limit the number of employees in an agency on unpaid leave at the same time, the appointing authority shall determine who will be granted a leave of absence and/or reduction in hours based upon staffing needs. Employees who volunteer to be laid off may request to participate in the General Government Transition Pool Program and/or have their names placed on the internal layoff list for the job classifications in which they held permanent status.

### **32.5 Non-Permanent and Probationary Employees**

Permanent status employees will be offered positions occupied by non-permanent and probationary status employees in the same classification in the layoff unit prior to being laid off.

### **32.6 Temporary Reduction of Work Hours or Layoff – Employer Option**

- A. The Employer may temporarily reduce the work hours of an employee to no less than twenty (20) per week due to an unanticipated loss of funding, revenue shortfall, lack of work, shortage of material or equipment, or other unexpected or unusual reasons. Employees will normally receive notice of seven (7) calendar days of a temporary reduction of work hours.
- B. The Employer may temporarily layoff an employee for up to thirty (30) calendar days due to an unanticipated loss of funding, revenue shortfall, lack of work, shortage of material or equipment, or other unexpected or unusual reasons. Employees will normally receive notice of seven (7) calendar days of a temporary layoff.
- C. An employee whose work hours are temporarily reduced or who is temporarily laid off shall not be entitled to:
  - 1. Be paid any leave balance,
  - 2. Bump to any other position, or
  - 3. Be placed on the internal layoff list.
- D. The Employer shall continue to provide benefits in accordance with Article 39, Health Care Benefit Amounts, of this Agreement.

### **32.7 Layoff Units**

- A. A layoff unit is defined as the geographical entity or administrative/organizational unit in each agency used for determining available options for employees who are being laid off.
- B. The layoff unit(s) for each agency covered by this Agreement are described in Appendix B.

### **32.8 Formal Options**

- A. Employees will be laid off in accordance with seniority, as defined in Article 31, Seniority, and the skills and abilities of the employee. Employees being laid off shall be provided the following options to comparable positions in descending order within the layoff unit:
  - 1. A funded vacant position for which the employee has the skills and abilities, within his or her current job classification.
  - 2. A funded filled position held by the least senior employee for which the employee has the skills and abilities, within his or her current job classification.
  - 3. A funded vacant or filled position held by the least senior employee for which the employee has the skills and abilities, at the same or lower salary

range as his or her current permanent position, within a job classification in which the employee has held permanent status.

Options will be provided in descending order of salary range and one progressively lower level at a time. Vacant positions will be offered prior to filled positions.

- B. Employees who are laid off may request to have their name placed on the layoff lists for the job classifications in which they have held permanent status.

### **32.9 Informal Options**

Employees being laid off may be offered funded vacant positions within their layoff unit provided they meet the skills and abilities required of the position and it is at the same or lower salary range as the position in which the employee currently holds permanent status.

### **32.10 Notification to Employees With Permanent Status**

- A. Except for temporary reduction in work hours and temporary layoffs as provided in Section 32.6, employees with permanent status shall receive written notice at least fifteen (15) calendar days before the effective layoff date. The notice shall include the basis for the layoff and any options available to the employee. The Union shall be provided with a copy of the notice.
- B. Except for temporary reduction in work hours and temporary layoffs as provided in Section 32.6, if the Employer chooses to implement a layoff action without providing fifteen (15) calendar days notice, the employee shall be paid his or her salary for the days that he or she would have worked had full notice been given.
- C. Employees shall be provided five (5) calendar days to accept or decline, in writing, any option provided to them. This time period shall run concurrent with the fifteen (15) calendar days' notice provided by the Employer to the employee.
- D. The day that notification is given constitutes the first day of notice.

### **32.11 Salary**

Employees appointed to a position as a result of a layoff action shall have their salary determined as follows:

#### **A. Transfer or Bump**

An employee who accepts a transfer or bumps to another position within his or her current job classification shall retain his or her current salary.

B. Voluntary Demotion in Lieu of Layoff and Bump to a Lower Position

An employee who bumps to another position with a lower salary range shall be paid an amount equal to his or her current salary provided it is within the salary range of the new position. In those cases where the employee's current salary exceeds the maximum amount of the salary range for the new position, the employee shall be compensated at the maximum salary of the new salary range.

C. Appointment from an Internal Layoff List

1. Employees who are appointed from an internal layoff list to a position with the same salary range from which they were laid off shall be paid the amount in which they were compensated when laid off plus any cost of living adjustments that occurred during the time they were laid off.
2. Employees who are appointed from an internal layoff list to a position with a lower salary range than the position from which they were laid off shall be paid an amount equal to the salary they were receiving at the time they were laid off, provided it is within the salary range of the new position. In those cases where the employee's prior salary exceeds the maximum amount of the salary range for the new position, the employee shall be compensated at the maximum salary of the new salary range.

**32.12 Transition Review Period**

- A. Employees appointed to a comparable position with the same job duties as the position the employee held permanent status in prior to layoff shall not be required to serve a transition review period. The Employer determines the comparability of the position. The Employer shall require an employee to complete a six (6) month transition review period when the employee accepts a layoff option to a job classification in which he or she has:
1. Not held permanent status,
  2. Been appointed from the General Government Transition Pool Program,  
or
  3. Been appointed from an internal layoff list.
- B. The Employer may extend a transition review period as long as the extension does not cause the total period to exceed twelve (12) months. Employees will receive a permanent appointment to the position upon successful completion of the transition review period.
- C. The Employer may separate an employee or an employee may voluntarily separate during the transition review period. Upon separation, and at the employee's request, the employee's name shall be placed on or returned to the internal layoff list. The employee shall remain on the list until such time as his or her eligibility expires or he or she has been rehired.

### **32.13 Recall**

- A. The Employer shall maintain an internal layoff list for each job classification. Employees who are laid off may have their name placed on the list for the job classification from which they were laid off or bumped. Additionally, employees may request to have their name placed on the internal layoff list for other job classifications in which they have held permanent status. An employee will remain on internal layoff lists for two (2) years from the effective date of his or her layoff.
- B. When a vacancy occurs within an agency and when there are names on an internal layoff list, the Employer shall consider all of the laid-off employees, who have the skills and abilities to perform the duties of the position to be filled. An employee who is offered a position and refuses the offer shall have his or her name removed from the list.

### **32.14 General Government Transition Pool Program**

Employees who are notified that they are at risk of being laid off or have been laid off may request their names be placed into the General Government Transition Pool Program administered by the Department of Personnel. When a vacancy occurs within an agency, the Employer will consider employees in the General Government Transition Pool Program along with all other candidates, all of whom must have the skills and abilities to perform the duties of a position being filled.

### **32.15 Project Employment**

- A. Project employees have layoff rights within their project. Formal options will be determined using the procedure outlined in Section 32.8, above.
- B. Permanent status employees who left regular classified positions to accept project employment without a break in service have layoff rights within the agency in which they held permanent status to the job classification they held immediately prior to accepting project employment.
- C. Project employees who are separated from state service due to layoff and have not held permanent status in classified service may request their names be placed into the General Government Transition Pool Program. Upon layoff from the project, project employees who entered the project through the competitive process and remain in project status for two (2) years will be eligible to have their names placed on the internal layoff list for the classes in which permanent project status was attained. Bumping options will be limited to the project boundaries.

### **32.16 Seasonal Career Employment**

- A. Seasonal career employees have layoff rights within their agency to other seasonal career positions within their layoff unit as provided in Subsection C below. Employees shall be given no less than two (2) working days notice of a layoff.

- B. Formal options will be determined using the procedure outlined in Section 32.8 above, to other seasonal career positions. Employees separated due to layoffs shall be placed on a separate seasonal internal layoff list for the season in which they were laid off. Employees who have the skills and abilities to perform the duties of the position to be filled shall be recalled based on seniority for other seasonal career positions.
- C. The layoff units for seasonal employees are listed in Appendix B.

### **ARTICLE 33**

#### **MANAGEMENT RIGHTS**

- 33.1** The Employer retains all rights of management, which, in addition to all powers, duties and rights established by constitutional provision or statute, shall include but not be limited to, the right to:
- A. Determine the Employer's functions, programs, organizational structure and use of technology;
  - B. Determine the Employer's budget and size of the agency's workforce and the financial basis for layoffs;
  - C. Direct and supervise employees;
  - D. Take all necessary actions to carry out the mission of the state and its agencies during emergencies;
  - E. Determine the Employer's mission and strategic plans;
  - F. Develop, enforce, modify or terminate any policy, procedure, manual or work method associated with the operations of the Employer;
  - G. Determine or consolidate the location of operations, offices, work sites, including permanently or temporarily moving operations in whole or part to other locations;
  - H. Establish or modify the workweek, daily work shift, hours of work and days off;
  - I. Establish the method and means by which work performance standards are set, and the performance standards themselves, which include, but are not limited to, the priority, quality and quantity of work;
  - J. Establish, allocate, reallocate or abolish positions, and determine the skills and abilities necessary to perform the duties of such positions;

- K. Select, hire, assign, reassign, evaluate, retain, promote, demote, transfer, and lay off employees;
  - L. Determine, prioritize, modify and assign work to be performed;
  - M. Determine the need for and the method of scheduling, assigning, authorizing and approving overtime;
  - N. Determine training needs, methods of training, employees to be trained, and training programs to be offered;
  - O. Determine the reasons for and methods by which employees will be laid-off; and
  - P. Suspend, demote, reduce pay, discharge, and/or take other disciplinary actions.
- 33.2** The Employer agrees that the exercise of the above rights shall be consistent with the provisions of this Agreement.

## **ARTICLE 34**

### **UNION - MANAGEMENT COMMUNICATION COMMITTEE**

**34.1 Purpose**

The Employer and the Union support the goal of a constructive and cooperative relationship.

- A. A Statewide Master Agreement Committee will be established to discuss the administration of this Agreement.
- B. Agency-level statewide Union-Management Communication Committees will be established to discuss and exchange agency specific information of a group nature and general interest to both parties.

**34.2 Committees**

A. Statewide Master Agreement Committee

The Statewide Master Agreement Committee will be composed of up to ten (10) employee representatives selected by the Union and up to ten (10) employer representatives. Additional staff of the Union and the OFM/LRO may also attend. Committee meetings shall be conducted at least every six (6) months unless otherwise agreed upon.

B. Agency-wide Union Management Communication Committee

Agency-wide committees shall consist of up to four (4) employer representatives and up to four (4) employee representatives. Additional paid

staff of the Union may also attend. The Employer and the Union will be responsible for the selection of their own representatives. If agreed to by the parties, additional representatives may be added. Committee meetings will be conducted quarterly, unless agreed otherwise.

### **34.3 Participation**

- A. The Union shall provide the Employer with the names of its committee members at least ten (10) calendar days in advance of the date of the meeting in order to facilitate the release of the employees.
- B. Employees attending committee meetings during their work time shall have no loss in pay. Attendance at meetings during employee's non-work time will not be compensated for or considered as time worked. The Union is responsible for paying the travel and per diem expenses of employee representatives.

### **34.4 Scope of Authority**

Committee meetings established under this Article will be used for discussions only, and the committee shall have no authority to conduct any negotiations, bargain collectively or modify any provision of this Agreement. The committees' activities and discussions shall not be subject to the grievance procedure in Article 27.

## **ARTICLE 35 UNION ACTIVITIES**

### **35.1 Representation**

Upon request, employees will have the right to representation at all levels on any matter adversely affecting their conditions of employment. The exercise of this right will not unreasonably delay or postpone a meeting. Except as otherwise specified in this Agreement, representation will not apply to discussions with an employee in the normal course of duty, such as giving instructions, assigning work, informal discussions, delivery of paperwork, staff or work unit meetings, or other routine communications with an employee.

### **35.2 Staff Representatives**

- A. Within thirty (30) calendar days from the effective date of this Agreement, the Union will provide the Employer with a written list of staff representatives and the geographic jurisdictions they are responsible for. The Union will provide written notice to the Employer of any changes within thirty (30) calendar days of the changes.
- B. Staff representatives may have access to the Employer's offices or facilities in accordance with agency policy to carry out representational activities. The representatives will notify local management prior to their arrival and will not

interrupt the normal operations of the agency. In accordance with Section 35.4 below, staff representatives may also meet with bargaining unit employees in non-work areas during their meal periods, rest periods, and before and after their shifts.

### **35.3 Job Representatives**

- A. Within thirty (30) calendar days from the effective date of this Agreement, the Union will provide the Employer with a written list of current job representatives and the office, facility or geographic jurisdiction within the bargaining unit for which they are responsible. The Union will maintain the list. The Employer will not recognize an employee as a job representative if his or her name does not appear on the list.
- B. Job representatives will be granted time during their normal working hours to investigate and process grievances in accordance with Article 27, Grievance Procedure. In addition, job representatives will be provided reasonable time during their normal working hours to prepare for and attend meetings scheduled by management within the representatives' office, facility or geographic jurisdiction within the bargaining unit for the following representational activities:
  - 1. Investigatory interviews and pre-disciplinary meetings, in accordance with Article 26, Discipline, and/or
  - 2. Union Management Communication Committees and other committee meetings if such committees have been established by this Agreement.

The job representative will obtain prior approval from his or her supervisor to prepare for and attend a meeting. Notification will include the approximate amount of time the representative expects the activity to take. Any agency business requiring the employee's immediate attention will be completed prior to attending the meeting. Time spent preparing for and attending meetings during the job representative's non-work hours will not be considered as time worked. Job representatives may not use state vehicles to travel to and from a work site in order to perform representational activities, unless authorized by the agency.

- C. If the amount of time a job representative spends performing representational activities is unduly affecting his or her ability to accomplish assigned duties, the Employer will not continue to release the employee and the Union will be notified.

### **35.4 Use of State Facilities, Resources and Equipment**

#### **A. Meeting Space and Facilities**

The Employer's offices and facilities may be used by the Union to hold meetings, subject to the agency's policy, availability of the space and with prior authorization of the Employer.

#### **B. Supplies and Equipment**

The Union and its membership will not use state-purchased supplies or equipment to conduct union business or representational activities. This does not preclude the use of the telephone for representational activities if there is no cost to the Employer, the call is brief in duration and it does not disrupt or distract from agency business.

#### **C. E-mail, Fax Machines, the Internet, and Intranets**

The Union and its members will not use state-owned or operated e-mail, fax machines, the Internet, or intranets to communicate with one another. Employees may use state operated e-mail to request union representation. However, job representatives may use state owned/operated equipment to communicate with the Union and/or the Employer for the exclusive purpose of administration of this Agreement. Such use will:

1. Result in little or no cost to the Employer;
2. Be brief in duration and frequency;
3. Not interfere with the performance of their official duties;
4. Not distract from the conduct of state business;
5. Not disrupt other state employees and will not obligate other employees to make a personal use of state resources; and
6. Not compromise the security or integrity of state information or software.

The Union and its job representatives will not use the above-referenced state equipment for Union organizing, internal Union business, advocating for or against the Union in an election or any other purpose prohibited by the Executive Ethics Board. Communication that occurs over state-owned equipment is the property of the Employer and may be subject to public disclosure.

### **35.5 Bulletin Boards**

The Employer will maintain bulletin board(s) or space on existing bulletin boards currently provided to the Union for union communication. In bargaining units where no bulletin board or space on existing bulletin boards has been provided, the Employer will supply the Union with adequate bulletin board space in

convenient places. Material posted on the bulletin board will be appropriate to the workplace, politically non-partisan, in compliance with state ethics laws, and identified as union literature. Union communications may not be posted in any other location in the agency.

### **35.6 Time Off for Union Activities**

- A. Union-designated employees may be allowed time off without pay to attend union-sponsored meetings, training sessions, conferences, and conventions. The employee's time off will not interfere with the operating needs of the agency as determined by management. If the absence is approved, the employees may use accumulated compensatory time, vacation leave, or personal holiday in accordance with Article 9, Holidays, instead of leave without pay. However, employees must use compensatory time prior to their use of vacation leave, unless the use would result in the loss of their vacation leave.
- B. The Union will give the Employer a written list of the names of the employees it is requesting attend the above-listed activities, at least fourteen (14) calendar days prior to the activity.

### **35.7 Temporary Employment With the Union**

With thirty (30) calendar days' notice, unless agreed otherwise, employees may be granted leave without pay to accept temporary employment with the Union of a specified duration, not to exceed six (6) months, provided the employee's time off will not interfere with the operating needs of the agency. The parties may agree to an extension of leave without pay up to an additional six (6) months. The returning employee will be employed in a position in the same job classification and the same geographical area, as determined by the Employer.

## **ARTICLE 36 UNION SECURITY**

### **36.1 Union Dues**

When an employee provides written authorization to the Employer, the Union has the right to have deducted from the employee's salary an amount equal to the fees or dues required to be a member of the Union. The Employer will provide payments for all said deductions to the Union at the Union's official headquarters each pay period.

### **36.2 Notification to Employees**

The Employer will inform new, transferred, promoted, or demoted employees prior to appointment into positions included in the bargaining unit(s) of the Union's exclusive recognition and the union security provision. The Employer will furnish the employees appointed into bargaining unit positions with a dues authorization form.

### **36.3 Union Security**

All employees covered by this Agreement will, as a condition of employment either become members of the Union and pay membership dues or, as non-members, pay a fee as described in A, B, and C below, no later than the 30<sup>th</sup> day following the effective date of this Agreement or the beginning of their employment. If an employee fails to meet the conditions outlined below, the Union will notify the Employer and inform the employee that his or her employment may be terminated.

- A. Employees who choose not to become union members must pay to the Union, no later than the 30<sup>th</sup> day following the beginning of employment, an agency shop fee equal to the amount required to be a member in good standing of the Union.
- B. An employee who does not join the Union based on bona fide religious tenets, or teachings of a church or religious body of which they are members, shall make payments to the Union that are equal to its membership dues, less monthly union insurance premiums, if any. These payments will be used for purposes within the program of the Union that are in harmony with the employee's conscience. Such employees will not be members of the Union, but are entitled to all of the representational rights of union members.
- C. The Union shall establish a procedure that any employee who makes a request may pay a representation fee equal to a pro rata share of collective bargaining expenses rather than the full membership fee.
- D. If an employee fails to meet the agency shop provision outlined above, the Union will notify the Employer and inform the employee that his or her employment may be terminated.

- 36.4** The Employer agrees to deduct the membership dues, agency shop fee, non-association fee, or representation fee from the salary of employees who request such deduction in writing. Such request will be made on a Union payroll deduction authorization card.

### **36.5 Dues Cancellation**

An employee may cancel his or her payroll deduction of dues by written notice to the Employer and the Union. The cancellation will become effective on the second payroll after receipt of the notice. However, the cancellation may cause the employee to be terminated, subject to 36.3, above.

### **36.6 Status Reports**

- A. Each month, the Employer will provide the Union a report in an electronic format of the following data, if maintained by the Employer, for employees in the bargaining unit and those who enter or leave the bargaining unit or who start or stop deductions:

1. Name
  2. Mailing address
  3. Agency code
  4. Work location
  5. Classification code
  6. Bargaining unit code
- B. Information provided pursuant to this Section will be maintained by the Union in confidence according to the law.
- C. The Union will indemnify the Employer for any violations of employee privacy committed by the Union pursuant to this Section.

**36.7 Indemnification**

The Employer shall be held harmless by the Union and employees for compliance with this Article and any issues related to the deduction of dues and fees.

**ARTICLE 37**  
**CLASSIFICATION**

**37.1 Classification Plan Revisions**

- A. The Employer will provide to the Union, in writing, any proposed changes to the classification plan including descriptions for newly created classifications. The parties may then meet to discuss the assignment of new bargaining unit classes or the reassignment of existing bargaining unit classes to pay ranges.
- B. The Employer will allocate or reallocate positions, including newly created positions, to the appropriate classification within the classification plan in accordance with WAC 357-13-055.

**37.2 Position Review**

Employee-Initiated Review

An individual employee who believes that the duties of his or her position have changed, or that his or her position is improperly classified, may request a review according to the following procedure:

- A. The employee will complete and sign the appropriate form.
- B. The employee will then send the completed form to the agency Human Resources Office. The agency Human Resources Office will review the completed form. A decision regarding appropriate classification will then be made by the agency within ninety (90) days from receipt of the request.
- C. In the event the employee disagrees with the reallocation decision of the agency, he or she may appeal the agency decision to the Director of the

Department of Personnel within thirty (30) calendar days of being provided the results of a position review or the notice of reallocation. The Director of the Department of Personnel will then make a written determination, which will be provided to the employee.

- D. The employee may appeal the determination of the Director of the Department of Personnel to the Personnel Appeals Board through December 31, 2005, and to the Washington Personnel Resources Board after December 31, 2005, within thirty (30) calendar days of being provided the written decision of the Director of Personnel. The appropriate board will render a decision that will be final and binding.
- E. The effective date of a reallocation resulting from an employee's request for a position review is the date the request was filed with the Human Resources Office.

### **37.3 Effect of Reallocation**

#### **A. Reallocation to a Class With a Higher Salary Range Maximum**

1. If an employee has performed the higher-level duties for at least six (6) months and meets the skills and abilities required of the position, the employee will remain in the position and retain existing appointment status.
2. If a reallocation is the result of a change in the duties of the position and the employee has not performed the higher-level duties for at least six (6) months, the Employer may promote the employee without competition as long as the employee meets the competencies and any other position requirements. The Employer must give the employee the opportunity to compete for the position. If the employee is not selected for the position, or does not have the required skills and abilities, the layoff procedure specified in Article 32, Layoff and Recall, applies. If the employee is appointed, he or she must serve a trial service period.

#### **B. Reallocation to a Class with an Equal Salary Range Maximum**

If an employee meets the skills and abilities requirements of the position, the employee remains in the position and retains existing appointment status. If an employee does not meet the skills and abilities requirements of the position, the layoff procedure specified in Article 32 of this Agreement applies. The Employer may consider providing an in-training appointment in accordance with WAC 357-19-245 and 260.

#### **C. Reallocation to a Class with a Lower Salary Range Maximum**

If an employee meets the skills and abilities requirements of the position and chooses to remain in the reallocated position, the employee retains existing appointment status and has the right to be placed on the Employer's internal layoff list for the classifications that the employee has occupied with permanent status prior to the reallocation.

#### **37.4 Salary Impact of Reallocation**

An employee whose position is reallocated will have his or her salary determined as follows:

A. Reallocation to a Class with a Higher Salary Range Maximum

Upon appointment to the higher class, the employee's base salary will be increased as follows:

1. Employees promoted to a position in a class whose range is less than six (6) ranges higher than the range of the former class will be advanced to a step of the range for the new class, which is nearest to five percent (5%) higher than the amount of the pre-promotional step.
2. Employees promoted to a position in a class whose range is six (6) or more ranges higher than the range of the former class will be advanced to a step of the range for the new class, which is nearest to ten percent (10%) higher than the amount of the pre-promotional step.

B. Reallocation to a Class with an Equal Salary Range Maximum

The employee retains his or her previous base salary.

C. Reallocation to a Class with a Lower Salary Range Maximum

The employee will be paid an amount equal to his or her current salary, provided it is within the salary range of the new position. In those cases where the employee's current salary exceeds the maximum amount of the salary range for the new position, the employee will continue to be compensated at the salary he or she was receiving prior to the reallocation downward, until such time as the employee vacates the position or his or her salary falls within the salary range.

**37.5** Decisions regarding appropriate classification will not be subject to the grievance and arbitration procedure specified in Article 27 of this Agreement.

## **ARTICLE 38 COMPENSATION**

#### **38.1 Pay Range Assignments**

- A. Effective July 1, 2005, each classification represented by the Union will continue to be assigned to the same salary range of the "Washington State Salary Schedule for General Government and Higher Education – Effective July 1, 2001" (State Salary Schedule) as it was assigned on June 30, 2005. Effective July 1, 2005, each employee will continue to be assigned to the same range and step of the State Salary Schedule that he or she was assigned on June 30, 2005.

- B. Effective July 1, 2005, all salary ranges and steps of the State Salary Schedule will be increased by 3.2%, as shown in Compensation Appendix A, attached.
- C. Effective July 1, 2006, all salary ranges and steps of the State Salary Schedule which will become effective on July 1, 2005, will be increased by 1.6% as shown in Compensation Appendix B, attached. This State Salary Schedule will remain in effect for twelve (12) months.
- D. Employees who are paid above the maximum for their range on the effective date of the increase described in B and C above will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.

### **38.2 “SP” Pay Range Assignments**

- A. Effective July 1, 2005, each classification represented by the Union will continue to be assigned to the same salary range of the “SP Range Salary Schedule – Effective July 1, 2002” as it was assigned on June 30, 2005. Effective July 1, 2005, each employee will continue to be assigned to the same range and step of the “SP” Range Salary Schedule that he or she was assigned on June 30, 2005.
- B. Effective July 1, 2005, all salary ranges and steps of the “SP” Range Salary Schedule will be increased by 3.2%, as shown in Compensation Appendix C, attached.
- C. Effective July 1, 2006, all salary ranges and steps of the “SP” Range Salary Schedule which will become effective on July 1, 2005 will be increased by 1.6% as shown in Compensation Appendix D, attached. This “SP” Range Salary Schedule will remain in effect for twelve (12) months.
- D. Employees who are paid above the maximum for their range on the effective date of the increases described in B and C above will not receive the specified increase to their current pay unless the new range encompasses their current rate of pay.

### **38.3 “V” Pay Range Assignments**

Salary range adjustments for certificated staff of the School for the Deaf will receive any adjustments made to the professional salary schedule at the Vancouver School District #37 in accordance with RCW 72.40.028.

### **38.4 Classification Consolidation**

Pursuant to RCW 41.06.136 (2) (b), the Employer will provide an estimated five million dollars (\$5,000,000) general fund-state to implement the initial phases of the Department of Personnel’s Classification Consolidation Project.

**38.5 Salary Survey to 25% of Prevailing Rate**

Effective July 1, 2005, salaries for classifications found to be more than 25% behind prevailing rate, in accordance with the Department of Personnel's 2002 Salary Survey, will be brought to within 25% of prevailing rate as listed in Appendix E.

**38.6 Pay for Performing the Duties of a Higher Classification**

- A. Employees who are temporarily assigned the full scope of duties and responsibilities for more than thirty (30) calendar days to a higher level classification whose range is less than six (6) ranges higher than the range of the former class will be notified in writing and will be advanced to a step of the range for the new class that is nearest to five percent (5%) higher than the amount of the pre-promotional step.
- B. Employees who are temporarily assigned the full scope of duties and responsibilities for more than thirty (30) calendar days to a higher level classification whose range is six (6) or more ranges higher than the range of the former class will be notified in writing and will be advanced to a step of the range for the new class that is nearest to ten percent (10%) higher than the amount of the pre-promotional step.

**38.7 Establishing Salaries for New Employees and New Classifications**

The Employer will assign newly hired employees to the appropriate range and step of the appropriate State Salary Schedules as described in Sections 38.1, 38.2, 38.3 and 38.4, above.

**38.8 Periodic Increases**

Employees will receive periodic increases as follows:

- A. Employees who are hired at the minimum step of the pay range will receive a two (2) step increase to base salary following completion of six (6) months of service, and an additional two (2) step increase annually thereafter, until they reach the top of the pay range.
- B. Employees who are hired above the minimum step of the salary range will receive a two (2) step increase annually, on their hire date, until they reach the top of the pay range.
- C. Employees in classes that have pay ranges shorter than a standard range will receive their periodic increases at the same intervals as employees in classes with standard ranges in accordance with A, above.

**38.9 Salary Assignment Upon Promotion**

- A. Employees promoted to a position in a class whose range is less than six (6) ranges higher than the range of the former class will be advanced to a step of

the range for the new class that is nearest to five percent (5%) higher than the amount of the pre-promotional step.

- B. Employees promoted to a position in a class whose range is six (6) or more ranges higher than the range of the former class will be advanced to a step of the range for the new class that is nearest to ten percent (10%) higher than the amount of the pre-promotional step.

C. Geographic Adjustments

The appointing authority may authorize more than the step increases specified in Subsections A and B, above, when an employee's promotion requires a change of residence to another geographic area to be within a reasonable commuting distance of the new place of work. Such an increase may not result in a salary greater than the range maximum.

**38.10 Demotion**

An employee who voluntarily demotes to another position with a lower salary range maximum will be placed in the new range at a salary equal to his or her previous base salary. If the previous base salary exceeds the new range, the employee's base salary will be set equal to the new range maximum.

**38.11 Transfer**

A transfer is defined as an employee-initiated move of an employee from a position to another position within or between agencies in the same class or a different class with the same salary range maximum. Transferred employees will retain their current base salary.

**38.12 Reassignment**

Reassignment is defined as an agency-initiated move of an employee within the agency from one position to another in the same class or a different class with the same salary range maximum. Upon reassignment, an employee retains his or her current base salary.

**38.13 Reversion**

Reversion is defined as voluntary or involuntary movement of an employee during the trial service period to the class the employee most recently held permanent status in, to a class in the same or lower salary range, or separation placement onto the Employer's internal layoff list. Upon reversion, the base salary the employee was receiving prior to promotion will be reinstated.

**38.14 Elevation**

Elevation is defined as restoring an employee to the higher classification, with permanent status, which was held prior to being granted a demotion or to a class that is between the current class and the class from which the employee was demoted. Upon elevation, an employee's salary will be determined in the same manner that is provided for promotion, 38.9, above.

### **38.15 Part-Time Employment**

Monthly compensation for part-time employment will be prorated based on the ratio of hours worked to hours required for full-time employment. In the alternative, part-time employees may be paid the appropriate hourly rate for all hours worked.

### **38.16 Callback**

#### **A. Work Preceding or Following a Scheduled Work Shift**

Overtime-eligible shift employees will be notified prior to their scheduled quitting time either to return to work after departing the worksite or to change the starting time of their next scheduled work shift.

1. Lack of such notice for such work will be considered callback and will result in a penalty of three (3) hours of pay at the basic salary in addition to all other compensation due. This penalty will apply to each call.
2. The Employer may cancel a callback notification to work extra hours at any time, but cancellation will not waive the penalty cited in this Subsection.
3. These provisions will not apply to the mid-shift interval in a split shift and an employee called back while in standby status.

#### **B. Work on Scheduled Days Off or Holidays**

The Employer may assign employees to work on a day off or holiday. Overtime-eligible employees will be notified of such assignments at least prior to the employees' normal quitting times on their second workday preceding the day off or holiday (except Sunday when it is within the assigned work shift).

1. If the Employer does not give such notice, affected employees will receive a penalty payment of three (3) hours pay at the basic salary in addition to all other compensation due them.
2. The Employer may cancel work assigned on a day off or holiday. However, if the Employer does not notify affected employees of such cancellation at least prior to their normal quitting times on their second work-day preceding the day off or holiday work assignment, affected employees will receive a penalty payment of three (3) hours pay at the basic salary.

These provisions will apply to employees on paid leave status.

### **38.17 Shift Premium**

#### **A. For purposes of this Section, the following definitions apply:**

1. Evening shift is a work shift of eight (8) or more hours which ends at or after 10:00 p.m.

2. Night shift is a work shift of eight (8) or more hours which begins by 3:00 a.m.
- B. A basic shift premium of \$0.50 per hour will be paid to full-time employees under the following circumstances:
1. Regularly scheduled evening and night shift employees are entitled to shift premium for all hours worked.
  2. Regularly scheduled day shift employees are not entitled to shift premium unless:
    - a. The employee's regular or temporary scheduled work shift includes hours after 6:00 p.m. and before 6:00 a.m. where no overtime, schedule change pay, or callback compensation is received. Shift premium is paid only for those hours actually worked after 6:00 p.m. and before 6:00 a.m.
    - b. The employee is temporarily assigned a full evening or night shift where no overtime, schedule change pay, or callback compensation is received. Shift premium is paid only for all evening or night shift hours worked in this circumstance.
  3. Employees regularly scheduled to work at least one (1), but not all, evening and/or night shifts are entitled to shift premium for those shifts. Additionally, these employees are entitled to shift premium for all hours adjoining that evening or night shift which are worked.
- C. Part-time and on-call employees will be entitled to basic shift premium under the following circumstances:
1. For all assigned hours of work after 6:00 p.m. and before 6:00 a.m.
  2. For assigned full evening or night shifts, as defined in Subsection B.2, above.
- D. In cases where shift premium hours are regularly scheduled over a year, agencies may pay shift premium at a monthly rate that is equal for all months of the year. Monthly rates will be calculated by dividing twelve (12) into the amount of shift premium an employee would earn in a year if the hourly rules in Subsection B.2 were applied.
- E. When an employee is compensated for working overtime during hours for which shift premium is authorized in this Section, the overtime rate shall be calculated using the "regular rate."

- F. Employees eligible for shift premium for their regularly scheduled shifts will receive the same proportion of shift premium for respective periods of authorized paid leave and for holidays not worked which fall within their regularly scheduled shift.

### **38.18 Split Shift**

When an employee's assigned work shift is split with a minimum of four (4) intervening hours not worked, the employee will receive the premium rate set in the shift premium rate designated in Subsection 38.17 B. The provisions of Subsections 38.17 D, E and F will apply to employees working split shifts.

### **38.19 Standby**

- A. An overtime eligible employee is in standby status while waiting to be engaged to work by the Employer and both of the following conditions exist:
  - 1. The employee is required to be present at a specified location or is immediately available to be contacted. The location may be the employee's home or other specific location, but not a work site away from home. When the standby location is the employee's home, and the home is on the same state property where the employee works, the home is not considered a work site.
  - 2. The agency requires the employee to be prepared to report immediately for work if the need arises, although the need might not arise.
- B. Standby status will not be concurrent with work time.
- C. When the nature of a work assignment confines an employee during off duty hours and that confinement is a normal condition of work in the employee's position, standby compensation is not required merely because the employee is confined.
- D. Employees on standby status will be compensated at a rate of seven percent (7%) of their hourly base salary for time spent in standby status.
- E. Employees dispatched to emergency fire duty as defined by RCW 38.52.010 are not eligible for standby pay.

### **38.20 Relocation Compensation**

- A. The Employer may authorize lump sum relocation compensation, within existing budgetary resources, under the following conditions:
  - 1. When it is reasonably necessary that a person make a domiciliary move in accepting a reassignment or appointment; or

2. It is necessary to successfully recruit or retain a qualified candidate or employee who will have to make a domiciliary move in order to accept the position.

B. If the employee receiving the relocation payment terminates or causes termination of his or her employment with the state within one (1) year of the date of employment, the state will be entitled to reimbursement for the moving costs that have been paid and may withhold such sum as necessary from any amounts due the employee. Termination as a result of layoff or disability separation will not require the employee to repay the relocation compensation.

### **38.21 Salary Overpayment Recovery**

A. When an agency has determined that an employee has been overpaid wages, the agency will provide written notice to the employee, which will include the following items:

1. The amount of the overpayment
2. The basis for the claim
3. The rights of the employee under the terms of this Agreement.

B. Method of Payback

The employee has the following options for paying back the overpayment:

1. Voluntary wage deduction
2. Cash
3. Check

The employee will have the option to repay the overpayment over a period of time equal to the number of pay periods during which the overpayment was made unless a longer period is agreed to by the employee and the agency.

C. Appeal Rights

Any dispute concerning the occurrence or amount of the overpayment will be resolved through the grievance procedure in Article 27 of this Agreement.

### **38.22 Assignment Pay Provisions**

Assignment pay is a premium added to base salary and is intended to be used only as long as the skills, duties, or circumstances it is based on are in effect.

A. The Employer may grant assignment pay to a position to recognize specialized skills, assigned duties, and/or unique circumstances that exceed the ordinary. The Employer determines which positions qualify for the premium.

- B. Classes approved for assignment pay have the letters “AP” appearing after their class title in the compensation plan.

**38.23 Dependent Care Salary Reduction Plan**

The Employer agrees to maintain the current dependent care salary reduction plan that allows eligible employees, covered by this Agreement, the option to participate in a dependent care reimbursement program for work-related dependent care expenses on a pretax basis as permitted by Federal tax law or regulation.

**38.24 Pre-tax Health Care Premiums**

The Employer agrees to provide eligible employees with the option to pay for the employee portion of health premiums on a pretax basis as permitted by Federal tax law or regulation.

**38.25 Medical/Dental Expense Account**

Effective January 2006, the Employer agrees to allow insurance eligible employees, covered by the Agreement, to participate in a medical and dental expense reimbursement program to cover co-payments, deductibles and other medical and dental expenses, if employees have such costs, or expenses for services not covered by health or dental insurance on a pretax basis as permitted by Federal tax law or regulation.

Employees whose regular work schedule entitles them to shift premium will be paid shift premium while on extended duty assignment.

**38.26 Fire Duty Compensation – Department of Natural Resources**

**A. Compensation for Typical Fire Suppression Duties:**

Department of Natural Resources (DNR) employees performing fire suppression duties or other emergency duties when they are working under the incident command system will be compensated as follows:

1. While performing emergency work under the incident command system an employee’s work is not exempt from the Fair Labor Standards Act. Emergency work performed under the incident command system will be compensated in compliance with federal law and the terms of this Article.
2. Employees who are dispatched to emergency response duty under the incident command system shall be on a contingency schedule consisting of the first eight (8) hours worked on a workday (ten (10) hours for an employee with a 4-10 schedule). Upon return to normal duties following release from emergency response duty, employees shall resume their non-contingency normal schedule.
3. Employees required to “stand down” when arriving at a fire site before the end of their non-contingency normal schedule work shift shall be

retained in pay status through the remaining hours corresponding to their non-contingency normal schedule work shift.

If due to fatigue or work scheduling in a fire suppression situation, an employee is not permitted to work a regular work schedule on a work day, the employee will be retained in a non-leave pay status until the employee has earned that work day the equivalent of eight (8) hours at the straight time rate (or the equivalent of ten (10) hours at the straight time rate for an employee on a 4-10 schedule).

4. While on emergency response duty, employees who are receiving overtime compensation and who continue working at the end of one workday into the next workday shall receive overtime compensation for all subsequent work performed until released from duty for a period of at least five (5) consecutive hours.
5. Rest periods of less than five (5) consecutive hours while on emergency response duty shall be paid as directed rest at the appropriate rate. Rest periods include stand down.

**B. Compensation When Deployed to a Spike Camp**

When deployed to a spike camp, employees will be considered on 24-hour duty. Pursuant to the Fair Labor Standards Act (FLSA), bona fide meal periods and a bona fide scheduled sleeping period of up to eight (8) hours are excluded from paid time, provided adequate sleeping facilities are furnished and the uninterrupted sleep period is at least five (5) hours.

When an employee is deployed by incident command staff to a spike camp, the spike camp is a closed satellite camp with limited and variable support facilities, but provides, at a minimum, hot meals and adequate sleeping facilities.

**C. Compensation for Coyote Status:**

When deployed to coyote status, employees will be considered in 24-hour pay status and paid accordingly without excluding bona fide meal periods or sleep periods. An employee is in coyote status when deployed by incident command staff and required to remain in remote and primitive conditions near the fire line and cannot return to any base or spike camp at the end of the work shift.

**D. Callback Penalty Compensation**

1. The following callback penalty compensation is in lieu of callback in Section 38.16.
2. For employees with an appointment to a position for which, prior to July 1, 2005, callback penalty was paid when the employees began to perform

emergency response duty under the incident command system after their scheduled quitting time on a scheduled work day, a single callback penalty payment equivalent to three (3) hours of straight time pay will be paid if the employees begin to perform emergency work after their scheduled quitting time on a scheduled work day. This provision applies separately to each emergency incident unless responding to more than one incident from the same camp.

3. For employees with an appointment to a position for which, prior to July 1, 2005, callback penalty was paid when the employees were dispatched to emergency response duty under the incident command system on a scheduled day off, a callback penalty payment equivalent to three (3) hours of straight-time pay will be paid for the first scheduled day off on which they perform emergency work after dispatch to an incident. Thereafter, a callback penalty payment equivalent to one (1) hour of straight-time pay will be paid for each subsequent scheduled day off on which they perform emergency work on the same incident. This provision applies separately to each emergency incident unless responding to more than one (1) incident from the same camp.

- E. Article 18, "Wild Fire Suppression and Other Emergency Duty", sets forth additional provisions pertaining to fire duty.

## **ARTICLE 39**

### **HEALTH CARE BENEFIT AMOUNTS**

The Employer will contribute the following amounts for health care benefits for each bargaining unit member each month:

- A. \$663 from July 1, 2005 through June 30, 2006
- B. \$744 from July 1, 2006 through June 30, 2007

## **ARTICLE 40**

### **AVIATION INSURANCE**

The Employer agrees to provide insurance as authorized by RCW 41.01.120 for employees required to engage in aircraft flights as a condition of their employment in the same manner and amount provided to other employees of the agency.

**ARTICLE 41**  
**VOLUNTARY EMPLOYEE BENEFICIARY ASSOCIATIONS (VEBA)**

- 41.1** The Employer will provide to eligible employees covered by this agreement a medical expense plan that as authorized by RCW 41.04.340. The medical expense plan must meet the requirements of the Internal Revenue Code.
- 41.2** As a condition of participation, the medical expense plan provided shall require that each covered eligible employee sign an agreement with the Employer. The agreement shall include the following provisions.
- A. A provision to hold the Employer harmless should the United States government find that the Employer or the employee is indebted to the United States as a result of:
    - 1. The employee not paying income taxes due on the equivalent funds placed into the plan, or
    - 2. The Employer not withholding or deducting a tax, assessment, or other payment on funds placed into the plan as required by federal law.
  - B. A provision to require each covered eligible employee to forfeit remuneration for accrued sick leave at retirement if the employee is covered by a medical expense plan and the employee refuses to sign the required agreement.

**ARTICLE 42**  
**TRANSITION PLAN FOR WSP CVEO/CVO 3s**

- 42.1 Applicability**  
This Article applies only to the Washington State Patrol (WSP) Commercial Vehicle Enforcement Officer/Commercial Vehicle Officer (CVEO/CVO) 3 bargaining unit.
- 42.2** This Article acknowledges previous agreements on a “Transition Plan” for CVEO/CVO 3s which is attached to this Article.

**ARTICLE 43**  
**STRIKES**

Nothing in this Agreement permits or grants to any employee the right to strike or refuse to perform his or her official duties.

## **ARTICLE 44**

### **ENTIRE AGREEMENT**

- 44.1** This Agreement constitutes the entire agreement and any past practice or agreement between the parties, whether written or oral, is null and void, unless specifically preserved in this Agreement.
- 44.2** With regard to WACs 356 and 357, this Agreement preempts all subjects addressed, in whole or in part, by its provisions.
- 44.3** This Agreement supersedes specific provisions of institution policies with which it conflicts.
- 44.4** During the negotiations of the Agreement, each party had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter appropriate for collective bargaining. Therefore, each party voluntarily and unqualifiedly waives the right and will not be obligated to bargain collectively, during the term of this Agreement, EXCEPT if the Employer intends to make a change in a mandatory subject of bargaining that is not addressed in this Agreement, the Employer will notify the Union and, if requested, engage in collective bargaining.

## **ARTICLE 45**

### **SAVINGS CLAUSE**

- 45.1** If any court or board of competent jurisdiction finds any article, section or portion of this Agreement to be unlawful or invalid, the remainder of the Agreement shall remain in full force and effect. If such a finding is made, the parties agree to make themselves available to negotiate a substitute for the invalid article, section or portion.
- 45.2** If it is determined by the Department of Personnel (consistent with the intent of RCW 41.80.906) that the new SAP Human Resource Management System cannot support within its capacity, scope, and budget the implementation of any provision of this Agreement by July 1, 2005, the parties will reopen that subject.

## **ARTICLE 46**

### **PRINTING OF AGREEMENT**

Each party shall be responsible for the printing and distribution of this Agreement to their respective constituents. The Employer will post this Agreement on the appropriate web sites and provide a copy to the Union on compact disc (CD).

**ARTICLE 47**  
**DURATION**

- 47.1** All provisions of this Agreement will become effective July 1, 2005, and will remain in full force and effect through June 30, 2007.
- 47.2** Either party may request negotiations of a successor Agreement by notifying the other party in writing no sooner than January 1, 2006, and no later than February 28, 2006. Negotiations will begin at a time agreed upon by the parties.

## APPENDIX A

### BARGAINING UNITS REPRESENTED BY THE WASHINGTON PUBLIC EMPLOYEES ASSOCIATION AS OF JANUARY 3, 2005

Agriculture	Non-Supervisory Classified	RU 609
Deaf, School	Non-Supervisory Teachers	8391
DFW	Non-Supervisory Biologists	8583
	Supervisors Enforcement Division	RU 531
Licensing	Non-Supervisory Vehicle Service Investigators	RU 550
Liquor Control Bd.	Non-Supervisory office-clerical	8744
	Non-Supervisory classified warehouse & crafts	
	Non-Supervisory license specialists	8270
	Supervisory license specialists	8389
	Supervisors in liquor stores	RU-361
	Non-Supervisory enforcement officers	8360-A
	Supervisory enforcement officers	8360-A
Lottery	Non-Supervisory classified	8445
Military	Non-Supervisory trades	RU-249
Natural Resources	Non-Supervisory Classified	8310
	Supervisory Classified	8310
Retirement Systems	Non-Supervisory classified	8432-A
	Supervisory classified	8432-A
Revenue	Non-Supervisory classified	RU 498
State Patrol	Non-Supervisory Mixed Classes	7942
	Supervisors Facilities Management	7941
	Non-Supervisory Technical Services	8363
	Supervisors Technical Services	8288
	Supervisors Investigative Services	8666
	Non-Supervisory field staff (State Fire Marshall)	8436
	Supervisory communications officers	RU-388
	Commercial Vehicle Enforcement Officer 3	8568
	Non-Supervisory Information Tech Fleet Support	RU-569

## **APPENDIX B**

### **LAYOFF UNITS**

**1. Department of Agriculture**

Each of the following constitutes a layoff unit.

**A. Food Safety Program**

The Food Safety Program will constitute a separate layoff unit.

**B. Eastern Washington Pesticide Management**

Eastern Washington Pesticide Management will constitute a separate layoff unit.

**C. Chemical & Hop Laboratory**

The Chemical & Hop Laboratory will constitute a single layoff unit.

If no option is available within the layoff unit, the unit expands to the agency statewide.

**2. Department of Fish and Wildlife**

Each Program headed by an Assistant Director shall constitute a separate layoff unit.

A reasonable commute for layoff purposes is considered to be approximately a thirty-five (35) mile radius from the employee's permanent duty station. If no option is available within a reasonable commute, the search expands to statewide within the layoff unit. If no option is available in the state within the layoff unit, the unit expands to the agency statewide.

**3. Department of Licensing**

The department is separated into one (1) layoff unit of headquarters staff and seven (7) layoff units of field staff. These layoff units are described as follows.

**A. Headquarters Layoff Unit** – The headquarters staff located in offices in Olympia, Tumwater and Lacey.

**B. Geographic Layoff Units**

1. Layoff Unit 1 – Field office staff located in Clark, Cowlitz, Grays Harbor, Lewis, Mason, Pacific, Skamania, Thurston and Wahkiakum Counties.
2. Layoff Unit 2 – Field office staff located in Kitsap and Pierce Counties.
3. Layoff Unit 3 – Field office staff located in King County.
4. Layoff Unit 4 – Field office staff located in Benton, Columbia, Franklin, Kittitas, Klickitat, Walla Walla and Yakima Counties.
5. Layoff Unit 5 – Field office staff located in Adams, Asotin, Ferry, Garfield, Pend Oreille, Spokane, Stevens and Whitman Counties.

6. Layoff Unit 6 – Field office staff located in Chelan, Douglas, Grant, Lincoln and Okanogan Counties.
7. Layoff Unit 7 – Field office staff located in Clallam Island, Jefferson, San Juan, Skagit, Snohomish and Whatcom Counties.

If there are no options available in A or B, the Department statewide shall be considered layoff unit.

4. **Department of Natural Resources**

The agency is designated as a single layoff unit, except as follows:

- A. For seasonal employees whose positions require residency within a local unit, the layoff unit is the local unit to which the position is assigned.
- B. For seasonal employees whose position has no residency requirement, the layoff unit is
  - The district within which the position is assigned; or
  - The region excluding district positions, if the position is within the region but not assigned to a district; or
  - The division, if the position is assigned to a division.

5. **Department of Retirement Systems**

The agency is designated as a single layoff unit.

6. **Department of Revenue**

Layoff units will be by order as follows:

- A. Geographic Regions – The geographic region in which the employee's permanent workstation is located shall be considered the layoff unit. Geographic regions are as follows:
  1. Capitol Region – Thurston county
  2. Puget Sound Region – King, Kitsap, Pierce, Snohomish, and Whatcom counties.
  3. Southwest/Peninsula Region – Clallam, Clark and Grays Harbor counties.
  4. Eastern Washington Region – Benton, Chelan, Spokane, and Yakima counties.
  5. Out-of-State Region – Out-of-State auditors residing out of state.
- B. Statewide

If no option is available within the geographic region layoff unit, the department statewide shall be considered the layoff unit.

7. **Liquor Control Board**

The layoff unit shall first be within a forty (40) mile radius of an employee's duty station. If no options are available the Agency statewide shall be considered the layoff unit.

8. **Military Department**

The agency is designated as the single layoff unit.

9. **School for the Deaf**

The agency is designated as the single layoff unit.

10. **Washington State Lottery**

The layoff unit will be:

A. Headquarters Unit-The headquarters staff located.

B. Regional Units-The regional staff in each regional office. (Spokane, Yakima, Seattle, Olympia, Vancouver and Everett).

C. Statewide-If no option is available within the geographic region layoff unit, the Agency statewide will be considered the layoff unit.

11. **Washington State Patrol**

The layoff unit shall first be district wide in which the position is located, and if no options are available, then to the agency statewide.

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>14</b>	16512	16896	17304	17664	18096	18504	18936	19344	19776	20232	20712	<i>Annual</i>
	1376	1408	1442	1472	1508	1542	1578	1612	1648	1686	1726	<i>Monthly</i>
	7.91	8.09	8.29	8.46	8.67	8.86	9.07	9.26	9.47	9.69	9.92	<i>Hourly</i>
	0.55	0.57	0.58	0.59	0.61	0.62	0.63	0.65	0.66	0.68	0.69	<i>Standby</i>
<b>15</b>	16896	17304	17664	18096	18504	18936	19344	19776	20232	20712	21156	<i>Annual</i>
	1408	1442	1472	1508	1542	1578	1612	1648	1686	1726	1763	<i>Monthly</i>
	8.09	8.29	8.46	8.67	8.86	9.07	9.26	9.47	9.69	9.92	10.13	<i>Hourly</i>
	0.57	0.58	0.59	0.61	0.62	0.63	0.65	0.66	0.68	0.69	0.71	<i>Standby</i>
<b>16</b>	17304	17664	18096	18504	18936	19344	19776	20232	20712	21156	21636	<i>Annual</i>
	1442	1472	1508	1542	1578	1612	1648	1686	1726	1763	1803	<i>Monthly</i>
	8.29	8.46	8.67	8.86	9.07	9.26	9.47	9.69	9.92	10.13	10.36	<i>Hourly</i>
	0.58	0.59	0.61	0.62	0.63	0.65	0.66	0.68	0.69	0.71	0.73	<i>Standby</i>
<b>17</b>	17664	18096	18504	18936	19344	19776	20232	20712	21156	21636	22152	<i>Annual</i>
	1472	1508	1542	1578	1612	1648	1686	1726	1763	1803	1846	<i>Monthly</i>
	8.46	8.67	8.86	9.07	9.26	9.47	9.69	9.92	10.13	10.36	10.61	<i>Hourly</i>
	0.59	0.61	0.62	0.63	0.65	0.66	0.68	0.69	0.71	0.73	0.74	<i>Standby</i>
<b>18</b>	18096	18504	18936	19344	19776	20232	20712	21156	21636	22152	22620	<i>Annual</i>
	1508	1542	1578	1612	1648	1686	1726	1763	1803	1846	1885	<i>Monthly</i>
	8.67	8.86	9.07	9.26	9.47	9.69	9.92	10.13	10.36	10.61	10.83	<i>Hourly</i>
	0.61	0.62	0.63	0.65	0.66	0.68	0.69	0.71	0.73	0.74	0.76	<i>Standby</i>
<b>19</b>	18504	18936	19344	19776	20232	20712	21156	21636	22152	22620	23196	<i>Annual</i>
	1542	1578	1612	1648	1686	1726	1763	1803	1846	1885	1933	<i>Monthly</i>
	8.86	9.07	9.26	9.47	9.69	9.92	10.13	10.36	10.61	10.83	11.11	<i>Hourly</i>
	0.62	0.63	0.65	0.66	0.68	0.69	0.71	0.73	0.74	0.76	0.78	<i>Standby</i>
<b>20</b>	18936	19344	19776	20232	20712	21156	21636	22152	22620	23196	23712	<i>Annual</i>
	1578	1612	1648	1686	1726	1763	1803	1846	1885	1933	1976	<i>Monthly</i>
	9.07	9.26	9.47	9.69	9.92	10.13	10.36	10.61	10.83	11.11	11.36	<i>Hourly</i>
	0.63	0.65	0.66	0.68	0.69	0.71	0.73	0.74	0.76	0.78	0.80	<i>Standby</i>
<b>21</b>	19344	19776	20232	20712	21156	21636	22152	22620	23196	23712	24252	<i>Annual</i>
	1612	1648	1686	1726	1763	1803	1846	1885	1933	1976	2021	<i>Monthly</i>
	9.26	9.47	9.69	9.92	10.13	10.36	10.61	10.83	11.11	11.36	11.61	<i>Hourly</i>
	0.65	0.66	0.68	0.69	0.71	0.73	0.74	0.76	0.78	0.80	0.81	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>22</b>	19776	20232	20712	21156	21636	22152	22620	23196	23712	24252	24828	<i>Annual</i>
	1648	1686	1726	1763	1803	1846	1885	1933	1976	2021	2069	<i>Monthly</i>
	9.47	9.69	9.92	10.13	10.36	10.61	10.83	11.11	11.36	11.61	11.89	<i>Hourly</i>
	0.66	0.68	0.69	0.71	0.73	0.74	0.76	0.78	0.80	0.81	0.83	<i>Standby</i>
<b>23</b>	20232	20712	21156	21636	22152	22620	23196	23712	24252	24828	25428	<i>Annual</i>
	1686	1726	1763	1803	1846	1885	1933	1976	2021	2069	2119	<i>Monthly</i>
	9.69	9.92	10.13	10.36	10.61	10.83	11.11	11.36	11.61	11.89	12.18	<i>Hourly</i>
	0.68	0.69	0.71	0.73	0.74	0.76	0.78	0.80	0.81	0.83	0.85	<i>Standby</i>
<b>24</b>	20712	21156	21636	22152	22620	23196	23712	24252	24828	25428	26004	<i>Annual</i>
	1726	1763	1803	1846	1885	1933	1976	2021	2069	2119	2167	<i>Monthly</i>
	9.92	10.13	10.36	10.61	10.83	11.11	11.36	11.61	11.89	12.18	12.45	<i>Hourly</i>
	0.69	0.71	0.73	0.74	0.76	0.78	0.80	0.81	0.83	0.85	0.87	<i>Standby</i>
<b>25</b>	21156	21636	22152	22620	23196	23712	24252	24828	25428	26004	26604	<i>Annual</i>
	1763	1803	1846	1885	1933	1976	2021	2069	2119	2167	2217	<i>Monthly</i>
	10.13	10.36	10.61	10.83	11.11	11.36	11.61	11.89	12.18	12.45	12.74	<i>Hourly</i>
	0.71	0.73	0.74	0.76	0.78	0.80	0.81	0.83	0.85	0.87	0.89	<i>Standby</i>
<b>26</b>	21636	22152	22620	23196	23712	24252	24828	25428	26004	26604	27216	<i>Annual</i>
	1803	1846	1885	1933	1976	2021	2069	2119	2167	2217	2268	<i>Monthly</i>
	10.36	10.61	10.83	11.11	11.36	11.61	11.89	12.18	12.45	12.74	13.03	<i>Hourly</i>
	0.73	0.74	0.76	0.78	0.80	0.81	0.83	0.85	0.87	0.89	0.91	<i>Standby</i>
<b>27</b>	22152	22620	23196	23712	24252	24828	25428	26004	26604	27216	27852	<i>Annual</i>
	1846	1885	1933	1976	2021	2069	2119	2167	2217	2268	2321	<i>Monthly</i>
	10.61	10.83	11.11	11.36	11.61	11.89	12.18	12.45	12.74	13.03	13.34	<i>Hourly</i>
	0.74	0.76	0.78	0.80	0.81	0.83	0.85	0.87	0.89	0.91	0.93	<i>Standby</i>
<b>28</b>	22620	23196	23712	24252	24828	25428	26004	26604	27216	27852	28524	<i>Annual</i>
	1885	1933	1976	2021	2069	2119	2167	2217	2268	2321	2377	<i>Monthly</i>
	10.83	11.11	11.36	11.61	11.89	12.18	12.45	12.74	13.03	13.34	13.66	<i>Hourly</i>
	0.76	0.78	0.80	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.96	<i>Standby</i>
<b>29</b>	23196	23712	24252	24828	25428	26004	26604	27216	27852	28524	29148	<i>Annual</i>
	1933	1976	2021	2069	2119	2167	2217	2268	2321	2377	2429	<i>Monthly</i>
	11.11	11.36	11.61	11.89	12.18	12.45	12.74	13.03	13.34	13.66	13.96	<i>Hourly</i>
	0.78	0.80	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.96	0.98	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>30</b>	23712	24252	24828	25428	26004	26604	27216	27852	28524	29148	29880	<i>Annual</i>
	1976	2021	2069	2119	2167	2217	2268	2321	2377	2429	2490	<i>Monthly</i>
	11.36	11.61	11.89	12.18	12.45	12.74	13.03	13.34	13.66	13.96	14.31	<i>Hourly</i>
	0.80	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.96	0.98	1.00	<i>Standby</i>
<b>31</b>	24252	24828	25428	26004	26604	27216	27852	28524	29148	29880	30564	<i>Annual</i>
	2021	2069	2119	2167	2217	2268	2321	2377	2429	2490	2547	<i>Monthly</i>
	11.61	11.89	12.18	12.45	12.74	13.03	13.34	13.66	13.96	14.31	14.64	<i>Hourly</i>
	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	<i>Standby</i>
<b>32</b>	24828	25428	26004	26604	27216	27852	28524	29148	29880	30564	31284	<i>Annual</i>
	2069	2119	2167	2217	2268	2321	2377	2429	2490	2547	2607	<i>Monthly</i>
	11.89	12.18	12.45	12.74	13.03	13.34	13.66	13.96	14.31	14.64	14.98	<i>Hourly</i>
	0.83	0.85	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	<i>Standby</i>
<b>33</b>	25428	26004	26604	27216	27852	28524	29148	29880	30564	31284	32028	<i>Annual</i>
	2119	2167	2217	2268	2321	2377	2429	2490	2547	2607	2669	<i>Monthly</i>
	12.18	12.45	12.74	13.03	13.34	13.66	13.96	14.31	14.64	14.98	15.34	<i>Hourly</i>
	0.85	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	<i>Standby</i>
<b>34</b>	26004	26604	27216	27852	28524	29148	29880	30564	31284	32028	32760	<i>Annual</i>
	2167	2217	2268	2321	2377	2429	2490	2547	2607	2669	2730	<i>Monthly</i>
	12.45	12.74	13.03	13.34	13.66	13.96	14.31	14.64	14.98	15.34	15.69	<i>Hourly</i>
	0.87	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	<i>Standby</i>
<b>35</b>	26604	27216	27852	28524	29148	29880	30564	31284	32028	32760	33588	<i>Annual</i>
	2217	2268	2321	2377	2429	2490	2547	2607	2669	2730	2799	<i>Monthly</i>
	12.74	13.03	13.34	13.66	13.96	14.31	14.64	14.98	15.34	15.69	16.09	<i>Hourly</i>
	0.89	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.13	<i>Standby</i>
<b>36</b>	27216	27852	28524	29148	29880	30564	31284	32028	32760	33588	34368	<i>Annual</i>
	2268	2321	2377	2429	2490	2547	2607	2669	2730	2799	2864	<i>Monthly</i>
	13.03	13.34	13.66	13.96	14.31	14.64	14.98	15.34	15.69	16.09	16.46	<i>Hourly</i>
	0.91	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.13	1.15	<i>Standby</i>
<b>37</b>	27852	28524	29148	29880	30564	31284	32028	32760	33588	34368	35184	<i>Annual</i>
	2321	2377	2429	2490	2547	2607	2669	2730	2799	2864	2932	<i>Monthly</i>
	13.34	13.66	13.96	14.31	14.64	14.98	15.34	15.69	16.09	16.46	16.85	<i>Hourly</i>
	0.93	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.13	1.15	1.18	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>38</b>	28524	29148	29880	30564	31284	32028	32760	33588	34368	35184	36048	<i>Annual</i>
	2377	2429	2490	2547	2607	2669	2730	2799	2864	2932	3004	<i>Monthly</i>
	13.66	13.96	14.31	14.64	14.98	15.34	15.69	16.09	16.46	16.85	17.26	<i>Hourly</i>
	0.96	0.98	1.00	1.02	1.05	1.07	1.10	1.13	1.15	1.18	1.21	<i>Standby</i>
<b>39</b>	29148	29880	30564	31284	32028	32760	33588	34368	35184	36048	36948	<i>Annual</i>
	2429	2490	2547	2607	2669	2730	2799	2864	2932	3004	3079	<i>Monthly</i>
	13.96	14.31	14.64	14.98	15.34	15.69	16.09	16.46	16.85	17.26	17.70	<i>Hourly</i>
	0.98	1.00	1.02	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	<i>Standby</i>
<b>40</b>	29880	30564	31284	32028	32760	33588	34368	35184	36048	36948	37884	<i>Annual</i>
	2490	2547	2607	2669	2730	2799	2864	2932	3004	3079	3157	<i>Monthly</i>
	14.31	14.64	14.98	15.34	15.69	16.09	16.46	16.85	17.26	17.70	18.14	<i>Hourly</i>
	1.00	1.02	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.27	<i>Standby</i>
<b>41</b>	30564	31284	32028	32760	33588	34368	35184	36048	36948	37884	38808	<i>Annual</i>
	2547	2607	2669	2730	2799	2864	2932	3004	3079	3157	3234	<i>Monthly</i>
	14.64	14.98	15.34	15.69	16.09	16.46	16.85	17.26	17.70	18.14	18.59	<i>Hourly</i>
	1.02	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.27	1.30	<i>Standby</i>
<b>42</b>	31284	32028	32760	33588	34368	35184	36048	36948	37884	38808	39816	<i>Annual</i>
	2607	2669	2730	2799	2864	2932	3004	3079	3157	3234	3318	<i>Monthly</i>
	14.98	15.34	15.69	16.09	16.46	16.85	17.26	17.70	18.14	18.59	19.07	<i>Hourly</i>
	1.05	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.27	1.30	1.33	<i>Standby</i>
<b>43</b>	32028	32760	33588	34368	35184	36048	36948	37884	38808	39816	40752	<i>Annual</i>
	2669	2730	2799	2864	2932	3004	3079	3157	3234	3318	3396	<i>Monthly</i>
	15.34	15.69	16.09	16.46	16.85	17.26	17.70	18.14	18.59	19.07	19.52	<i>Hourly</i>
	1.07	1.10	1.13	1.15	1.18	1.21	1.24	1.27	1.30	1.33	1.37	<i>Standby</i>
<b>44</b>	32760	33588	34368	35184	36048	36948	37884	38808	39816	40752	41808	<i>Annual</i>
	2730	2799	2864	2932	3004	3079	3157	3234	3318	3396	3484	<i>Monthly</i>
	15.69	16.09	16.46	16.85	17.26	17.70	18.14	18.59	19.07	19.52	20.02	<i>Hourly</i>
	1.10	1.13	1.15	1.18	1.21	1.24	1.27	1.30	1.33	1.37	1.40	<i>Standby</i>
<b>45</b>	33588	34368	35184	36048	36948	37884	38808	39816	40752	41808	42852	<i>Annual</i>
	2799	2864	2932	3004	3079	3157	3234	3318	3396	3484	3571	<i>Monthly</i>
	16.09	16.46	16.85	17.26	17.70	18.14	18.59	19.07	19.52	20.02	20.52	<i>Hourly</i>
	1.13	1.15	1.18	1.21	1.24	1.27	1.30	1.33	1.37	1.40	1.44	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>46</b>	34368	35184	36048	36948	37884	38808	39816	40752	41808	42852	43956	<i>Annual</i>
	2864	2932	3004	3079	3157	3234	3318	3396	3484	3571	3663	<i>Monthly</i>
	16.46	16.85	17.26	17.70	18.14	18.59	19.07	19.52	20.02	20.52	21.05	<i>Hourly</i>
	1.15	1.18	1.21	1.24	1.27	1.30	1.33	1.37	1.40	1.44	1.47	<i>Standby</i>
<b>47</b>	35184	36048	36948	37884	38808	39816	40752	41808	42852	43956	45036	<i>Annual</i>
	2932	3004	3079	3157	3234	3318	3396	3484	3571	3663	3753	<i>Monthly</i>
	16.85	17.26	17.70	18.14	18.59	19.07	19.52	20.02	20.52	21.05	21.57	<i>Hourly</i>
	1.18	1.21	1.24	1.27	1.30	1.33	1.37	1.40	1.44	1.47	1.51	<i>Standby</i>
<b>48</b>	36048	36948	37884	38808	39816	40752	41808	42852	43956	45036	46152	<i>Annual</i>
	3004	3079	3157	3234	3318	3396	3484	3571	3663	3753	3846	<i>Monthly</i>
	17.26	17.70	18.14	18.59	19.07	19.52	20.02	20.52	21.05	21.57	22.10	<i>Hourly</i>
	1.21	1.24	1.27	1.30	1.33	1.37	1.40	1.44	1.47	1.51	1.55	<i>Standby</i>
<b>49</b>	36948	37884	38808	39816	40752	41808	42852	43956	45036	46152	47280	<i>Annual</i>
	3079	3157	3234	3318	3396	3484	3571	3663	3753	3846	3940	<i>Monthly</i>
	17.70	18.14	18.59	19.07	19.52	20.02	20.52	21.05	21.57	22.10	22.64	<i>Hourly</i>
	1.24	1.27	1.30	1.33	1.37	1.40	1.44	1.47	1.51	1.55	1.58	<i>Standby</i>
<b>50</b>	37884	38808	39816	40752	41808	42852	43956	45036	46152	47280	48492	<i>Annual</i>
	3157	3234	3318	3396	3484	3571	3663	3753	3846	3940	4041	<i>Monthly</i>
	18.14	18.59	19.07	19.52	20.02	20.52	21.05	21.57	22.10	22.64	23.22	<i>Hourly</i>
	1.27	1.30	1.33	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.63	<i>Standby</i>
<b>51</b>	38808	39816	40752	41808	42852	43956	45036	46152	47280	48492	49692	<i>Annual</i>
	3234	3318	3396	3484	3571	3663	3753	3846	3940	4041	4141	<i>Monthly</i>
	18.59	19.07	19.52	20.02	20.52	21.05	21.57	22.10	22.64	23.22	23.80	<i>Hourly</i>
	1.30	1.33	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.63	1.67	<i>Standby</i>
<b>52</b>	39816	40752	41808	42852	43956	45036	46152	47280	48492	49692	50964	<i>Annual</i>
	3318	3396	3484	3571	3663	3753	3846	3940	4041	4141	4247	<i>Monthly</i>
	19.07	19.52	20.02	20.52	21.05	21.57	22.10	22.64	23.22	23.80	24.41	<i>Hourly</i>
	1.33	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.63	1.67	1.71	<i>Standby</i>
<b>53</b>	40752	41808	42852	43956	45036	46152	47280	48492	49692	50964	52212	<i>Annual</i>
	3396	3484	3571	3663	3753	3846	3940	4041	4141	4247	4351	<i>Monthly</i>
	19.52	20.02	20.52	21.05	21.57	22.10	22.64	23.22	23.80	24.41	25.01	<i>Hourly</i>
	1.37	1.40	1.44	1.47	1.51	1.55	1.58	1.63	1.67	1.71	1.75	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>54</b>	41808	42852	43956	45036	46152	47280	48492	49692	50964	52212	53520	<i>Annual</i>
	3484	3571	3663	3753	3846	3940	4041	4141	4247	4351	4460	<i>Monthly</i>
	20.02	20.52	21.05	21.57	22.10	22.64	23.22	23.80	24.41	25.01	25.63	<i>Hourly</i>
	1.40	1.44	1.47	1.51	1.55	1.58	1.63	1.67	1.71	1.75	1.79	<i>Standby</i>
<b>55</b>	42852	43956	45036	46152	47280	48492	49692	50964	52212	53520	54840	<i>Annual</i>
	3571	3663	3753	3846	3940	4041	4141	4247	4351	4460	4570	<i>Monthly</i>
	20.52	21.05	21.57	22.10	22.64	23.22	23.80	24.41	25.01	25.63	26.26	<i>Hourly</i>
	1.44	1.47	1.51	1.55	1.58	1.63	1.67	1.71	1.75	1.79	1.84	<i>Standby</i>
<b>56</b>	43956	45036	46152	47280	48492	49692	50964	52212	53520	54840	56220	<i>Annual</i>
	3663	3753	3846	3940	4041	4141	4247	4351	4460	4570	4685	<i>Monthly</i>
	21.05	21.57	22.10	22.64	23.22	23.80	24.41	25.01	25.63	26.26	26.93	<i>Hourly</i>
	1.47	1.51	1.55	1.58	1.63	1.67	1.71	1.75	1.79	1.84	1.89	<i>Standby</i>
<b>57</b>	45036	46152	47280	48492	49692	50964	52212	53520	54840	56220	57624	<i>Annual</i>
	3753	3846	3940	4041	4141	4247	4351	4460	4570	4685	4802	<i>Monthly</i>
	21.57	22.10	22.64	23.22	23.80	24.41	25.01	25.63	26.26	26.93	27.60	<i>Hourly</i>
	1.51	1.55	1.58	1.63	1.67	1.71	1.75	1.79	1.84	1.89	1.93	<i>Standby</i>
<b>58</b>	46152	47280	48492	49692	50964	52212	53520	54840	56220	57624	59088	<i>Annual</i>
	3846	3940	4041	4141	4247	4351	4460	4570	4685	4802	4924	<i>Monthly</i>
	22.10	22.64	23.22	23.80	24.41	25.01	25.63	26.26	26.93	27.60	28.30	<i>Hourly</i>
	1.55	1.58	1.63	1.67	1.71	1.75	1.79	1.84	1.89	1.93	1.98	<i>Standby</i>
<b>59</b>	47280	48492	49692	50964	52212	53520	54840	56220	57624	59088	60528	<i>Annual</i>
	3940	4041	4141	4247	4351	4460	4570	4685	4802	4924	5044	<i>Monthly</i>
	22.64	23.22	23.80	24.41	25.01	25.63	26.26	26.93	27.60	28.30	28.99	<i>Hourly</i>
	1.58	1.63	1.67	1.71	1.75	1.79	1.84	1.89	1.93	1.98	2.03	<i>Standby</i>
<b>60</b>	48492	49692	50964	52212	53520	54840	56220	57624	59088	60528	62100	<i>Annual</i>
	4041	4141	4247	4351	4460	4570	4685	4802	4924	5044	5175	<i>Monthly</i>
	23.22	23.80	24.41	25.01	25.63	26.26	26.93	27.60	28.30	28.99	29.74	<i>Hourly</i>
	1.63	1.67	1.71	1.75	1.79	1.84	1.89	1.93	1.98	2.03	2.08	<i>Standby</i>
<b>61</b>	49692	50964	52212	53520	54840	56220	57624	59088	60528	62100	63600	<i>Annual</i>
	4141	4247	4351	4460	4570	4685	4802	4924	5044	5175	5300	<i>Monthly</i>
	23.80	24.41	25.01	25.63	26.26	26.93	27.60	28.30	28.99	29.74	30.46	<i>Hourly</i>
	1.67	1.71	1.75	1.79	1.84	1.89	1.93	1.98	2.03	2.08	2.13	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>62</b>	50964	52212	53520	54840	56220	57624	59088	60528	62100	63600	65220	<i>Annual</i>
	4247	4351	4460	4570	4685	4802	4924	5044	5175	5300	5435	<i>Monthly</i>
	24.41	25.01	25.63	26.26	26.93	27.60	28.30	28.99	29.74	30.46	31.24	<i>Hourly</i>
	1.71	1.75	1.79	1.84	1.89	1.93	1.98	2.03	2.08	2.13	2.19	<i>Standby</i>
<b>63</b>	52212	53520	54840	56220	57624	59088	60528	62100	63600	65220	66852	<i>Annual</i>
	4351	4460	4570	4685	4802	4924	5044	5175	5300	5435	5571	<i>Monthly</i>
	25.01	25.63	26.26	26.93	27.60	28.30	28.99	29.74	30.46	31.24	32.02	<i>Hourly</i>
	1.75	1.79	1.84	1.89	1.93	1.98	2.03	2.08	2.13	2.19	2.24	<i>Standby</i>
<b>64</b>	53520	54840	56220	57624	59088	60528	62100	63600	65220	66852	68496	<i>Annual</i>
	4460	4570	4685	4802	4924	5044	5175	5300	5435	5571	5708	<i>Monthly</i>
	25.63	26.26	26.93	27.60	28.30	28.99	29.74	30.46	31.24	32.02	32.80	<i>Hourly</i>
	1.79	1.84	1.89	1.93	1.98	2.03	2.08	2.13	2.19	2.24	2.30	<i>Standby</i>
<b>65</b>	54840	56220	57624	59088	60528	62100	63600	65220	66852	68496	70200	<i>Annual</i>
	4570	4685	4802	4924	5044	5175	5300	5435	5571	5708	5850	<i>Monthly</i>
	26.26	26.93	27.60	28.30	28.99	29.74	30.46	31.24	32.02	32.80	33.62	<i>Hourly</i>
	1.84	1.89	1.93	1.98	2.03	2.08	2.13	2.19	2.24	2.30	2.35	<i>Standby</i>
<b>66</b>	56220	57624	59088	60528	62100	63600	65220	66852	68496	70200	71988	<i>Annual</i>
	4685	4802	4924	5044	5175	5300	5435	5571	5708	5850	5999	<i>Monthly</i>
	26.93	27.60	28.30	28.99	29.74	30.46	31.24	32.02	32.80	33.62	34.48	<i>Hourly</i>
	1.89	1.93	1.98	2.03	2.08	2.13	2.19	2.24	2.30	2.35	2.41	<i>Standby</i>
<b>67</b>	57624	59088	60528	62100	63600	65220	66852	68496	70200	71988	73776	<i>Annual</i>
	4802	4924	5044	5175	5300	5435	5571	5708	5850	5999	6148	<i>Monthly</i>
	27.60	28.30	28.99	29.74	30.46	31.24	32.02	32.80	33.62	34.48	35.33	<i>Hourly</i>
	1.93	1.98	2.03	2.08	2.13	2.19	2.24	2.30	2.35	2.41	2.47	<i>Standby</i>
<b>68</b>	59088	60528	62100	63600	65220	66852	68496	70200	71988	73776	75636	<i>Annual</i>
	4924	5044	5175	5300	5435	5571	5708	5850	5999	6148	6303	<i>Monthly</i>
	28.30	28.99	29.74	30.46	31.24	32.02	32.80	33.62	34.48	35.33	36.22	<i>Hourly</i>
	1.98	2.03	2.08	2.13	2.19	2.24	2.30	2.35	2.41	2.47	2.54	<i>Standby</i>
<b>69</b>	60528	62100	63600	65220	66852	68496	70200	71988	73776	75636	77520	<i>Annual</i>
	5044	5175	5300	5435	5571	5708	5850	5999	6148	6303	6460	<i>Monthly</i>
	28.99	29.74	30.46	31.24	32.02	32.80	33.62	34.48	35.33	36.22	37.13	<i>Hourly</i>
	2.03	2.08	2.13	2.19	2.24	2.30	2.35	2.41	2.47	2.54	2.60	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>70</b>	62100	63600	65220	66852	68496	70200	71988	73776	75636	77520	79464	Annual
	5175	5300	5435	5571	5708	5850	5999	6148	6303	6460	6622	Monthly
	29.74	30.46	31.24	32.02	32.80	33.62	34.48	35.33	36.22	37.13	38.06	Hourly
	2.08	2.13	2.19	2.24	2.30	2.35	2.41	2.47	2.54	2.60	2.66	Standby
<b>71</b>	63600	65220	66852	68496	70200	71988	73776	75636	77520	79464	81432	Annual
	5300	5435	5571	5708	5850	5999	6148	6303	6460	6622	6786	Monthly
	30.46	31.24	32.02	32.80	33.62	34.48	35.33	36.22	37.13	38.06	39.00	Hourly
	2.13	2.19	2.24	2.30	2.35	2.41	2.47	2.54	2.60	2.66	2.73	Standby
<b>72</b>	65220	66852	68496	70200	71988	73776	75636	77520	79464	81432	83484	Annual
	5435	5571	5708	5850	5999	6148	6303	6460	6622	6786	6957	Monthly
	31.24	32.02	32.80	33.62	34.48	35.33	36.22	37.13	38.06	39.00	39.98	Hourly
	2.19	2.24	2.30	2.35	2.41	2.47	2.54	2.60	2.66	2.73	2.80	Standby
<b>73</b>	66852	68496	70200	71988	73776	75636	77520	79464	81432	83484	85572	Annual
	5571	5708	5850	5999	6148	6303	6460	6622	6786	6957	7131	Monthly
	32.02	32.80	33.62	34.48	35.33	36.22	37.13	38.06	39.00	39.98	40.98	Hourly
	2.24	2.30	2.35	2.41	2.47	2.54	2.60	2.66	2.73	2.80	2.87	Standby
<b>74</b>	68496	70200	71988	73776	75636	77520	79464	81432	83484	85572	87720	Annual
	5708	5850	5999	6148	6303	6460	6622	6786	6957	7131	7310	Monthly
	32.80	33.62	34.48	35.33	36.22	37.13	38.06	39.00	39.98	40.98	42.01	Hourly
	2.30	2.35	2.41	2.47	2.54	2.60	2.66	2.73	2.80	2.87	2.94	Standby
<b>75</b>	70200	71988	73776	75636	77520	79464	81432	83484	85572	87720	89892	Annual
	5850	5999	6148	6303	6460	6622	6786	6957	7131	7310	7491	Monthly
	33.62	34.48	35.33	36.22	37.13	38.06	39.00	39.98	40.98	42.01	43.05	Hourly
	2.35	2.41	2.47	2.54	2.60	2.66	2.73	2.80	2.87	2.94	3.01	Standby
<b>76</b>	71988	73776	75636	77520	79464	81432	83484	85572	87720	89892	92172	Annual
	5999	6148	6303	6460	6622	6786	6957	7131	7310	7491	7681	Monthly
	34.48	35.33	36.22	37.13	38.06	39.00	39.98	40.98	42.01	43.05	44.14	Hourly
	2.41	2.47	2.54	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	Standby
<b>77</b>	73776	75636	77520	79464	81432	83484	85572	87720	89892	92172	94440	Annual
	6148	6303	6460	6622	6786	6957	7131	7310	7491	7681	7870	Monthly
	35.33	36.22	37.13	38.06	39.00	39.98	40.98	42.01	43.05	44.14	45.23	Hourly
	2.47	2.54	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.17	Standby

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>78</b>	75636	77520	79464	81432	83484	85572	87720	89892	92172	94440	96804	<i>Annual</i>
	6303	6460	6622	6786	6957	7131	7310	7491	7681	7870	8067	<i>Monthly</i>
	36.22	37.13	38.06	39.00	39.98	40.98	42.01	43.05	44.14	45.23	46.36	<i>Hourly</i>
	2.54	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.17	3.25	<i>Standby</i>
<b>79</b>	77520	79464	81432	83484	85572	87720	89892	92172	94440	96804	99240	<i>Annual</i>
	6460	6622	6786	6957	7131	7310	7491	7681	7870	8067	8270	<i>Monthly</i>
	37.13	38.06	39.00	39.98	40.98	42.01	43.05	44.14	45.23	46.36	47.53	<i>Hourly</i>
	2.60	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.17	3.25	3.33	<i>Standby</i>
<b>80</b>	79464	81432	83484	85572	87720	89892	92172	94440	96804	99240	101712	<i>Annual</i>
	6622	6786	6957	7131	7310	7491	7681	7870	8067	8270	8476	<i>Monthly</i>
	38.06	39.00	39.98	40.98	42.01	43.05	44.14	45.23	46.36	47.53	48.71	<i>Hourly</i>
	2.66	2.73	2.80	2.87	2.94	3.01	3.09	3.17	3.25	3.33	3.41	<i>Standby</i>
<b>81</b>	81432	83484	85572	87720	89892	92172	94440	96804	99240	101712	104232	<i>Annual</i>
	6786	6957	7131	7310	7491	7681	7870	8067	8270	8476	8686	<i>Monthly</i>
	39.00	39.98	40.98	42.01	43.05	44.14	45.23	46.36	47.53	48.71	49.92	<i>Hourly</i>
	2.73	2.80	2.87	2.94	3.01	3.09	3.17	3.25	3.33	3.41	3.49	<i>Standby</i>
<b>82</b>	83484	85572	87720	89892	92172	94440	96804	99240	101712	104232	106836	<i>Annual</i>
	6957	7131	7310	7491	7681	7870	8067	8270	8476	8686	8903	<i>Monthly</i>
	39.98	40.98	42.01	43.05	44.14	45.23	46.36	47.53	48.71	49.92	51.17	<i>Hourly</i>
	2.80	2.87	2.94	3.01	3.09	3.17	3.25	3.33	3.41	3.49	3.58	<i>Standby</i>
<b>83</b>	85572	87720	89892	92172	94440	96804	99240	101712	104232	106836	109524	<i>Annual</i>
	7131	7310	7491	7681	7870	8067	8270	8476	8686	8903	9127	<i>Monthly</i>
	40.98	42.01	43.05	44.14	45.23	46.36	47.53	48.71	49.92	51.17	52.45	<i>Hourly</i>
	2.87	2.94	3.01	3.09	3.17	3.25	3.33	3.41	3.49	3.58	3.67	<i>Standby</i>
<b>84</b>	87720	89892	92172	94440	96804	99240	101712	104232	106836	109524	112248	<i>Annual</i>
	7310	7491	7681	7870	8067	8270	8476	8686	8903	9127	9354	<i>Monthly</i>
	42.01	43.05	44.14	45.23	46.36	47.53	48.71	49.92	51.17	52.45	53.76	<i>Hourly</i>
	2.94	3.01	3.09	3.17	3.25	3.33	3.41	3.49	3.58	3.67	3.76	<i>Standby</i>
<b>85</b>	89892	92172	94440	96804	99240	101712	104232	106836	109524	112248	115044	<i>Annual</i>
	7491	7681	7870	8067	8270	8476	8686	8903	9127	9354	9587	<i>Monthly</i>
	43.05	44.14	45.23	46.36	47.53	48.71	49.92	51.17	52.45	53.76	55.10	<i>Hourly</i>
	3.01	3.09	3.17	3.25	3.33	3.41	3.49	3.58	3.67	3.76	3.86	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>86</b>	92172	94440	96804	99240	101712	104232	106836	109524	112248	115044	117960	<i>Annual</i>
	7681	7870	8067	8270	8476	8686	8903	9127	9354	9587	9830	<i>Monthly</i>
	44.14	45.23	46.36	47.53	48.71	49.92	51.17	52.45	53.76	55.10	56.49	<i>Hourly</i>
	3.09	3.17	3.25	3.33	3.41	3.49	3.58	3.67	3.76	3.86	3.95	<i>Standby</i>
<b>87</b>	94440	96804	99240	101712	104232	106836	109524	112248	115044	117960	120864	<i>Annual</i>
	7870	8067	8270	8476	8686	8903	9127	9354	9587	9830	10072	<i>Monthly</i>
	45.23	46.36	47.53	48.71	49.92	51.17	52.45	53.76	55.10	56.49	57.89	<i>Hourly</i>
	3.17	3.25	3.33	3.41	3.49	3.58	3.67	3.76	3.86	3.95	4.05	<i>Standby</i>
<b>88</b>	96804	99240	101712	104232	106836	109524	112248	115044	117960	120864	123912	<i>Annual</i>
	8067	8270	8476	8686	8903	9127	9354	9587	9830	10072	10326	<i>Monthly</i>
	46.36	47.53	48.71	49.92	51.17	52.45	53.76	55.10	56.49	57.89	59.34	<i>Hourly</i>
	3.25	3.33	3.41	3.49	3.58	3.67	3.76	3.86	3.95	4.05	4.15	<i>Standby</i>
<b>89</b>	99240	101712	104232	106836	109524	112248	115044	117960	120864	123912	127044	<i>Annual</i>
	8270	8476	8686	8903	9127	9354	9587	9830	10072	10326	10587	<i>Monthly</i>
	47.53	48.71	49.92	51.17	52.45	53.76	55.10	56.49	57.89	59.34	60.84	<i>Hourly</i>
	3.33	3.41	3.49	3.58	3.67	3.76	3.86	3.95	4.05	4.15	4.26	<i>Standby</i>
<b>90</b>	101712	104232	106836	109524	112248	115044	117960	120864	123912	127044	130188	<i>Annual</i>
	8476	8686	8903	9127	9354	9587	9830	10072	10326	10587	10849	<i>Monthly</i>
	48.71	49.92	51.17	52.45	53.76	55.10	56.49	57.89	59.34	60.84	62.35	<i>Hourly</i>
	3.41	3.49	3.58	3.67	3.76	3.86	3.95	4.05	4.15	4.26	4.36	<i>Standby</i>
<b>91</b>	104232	106836	109524	112248	115044	117960	120864	123912	127044	130188	133476	<i>Annual</i>
	8686	8903	9127	9354	9587	9830	10072	10326	10587	10849	11123	<i>Monthly</i>
	49.92	51.17	52.45	53.76	55.10	56.49	57.89	59.34	60.84	62.35	63.93	<i>Hourly</i>
	3.49	3.58	3.67	3.76	3.86	3.95	4.05	4.15	4.26	4.36	4.48	<i>Standby</i>
<b>92</b>	106836	109524	112248	115044	117960	120864	123912	127044	130188	133476	136764	<i>Annual</i>
	8903	9127	9354	9587	9830	10072	10326	10587	10849	11123	11397	<i>Monthly</i>
	51.17	52.45	53.76	55.10	56.49	57.89	59.34	60.84	62.35	63.93	65.50	<i>Hourly</i>
	3.58	3.67	3.76	3.86	3.95	4.05	4.15	4.26	4.36	4.48	4.59	<i>Standby</i>
<b>93</b>	109524	112248	115044	117960	120864	123912	127044	130188	133476	136764	140208	<i>Annual</i>
	9127	9354	9587	9830	10072	10326	10587	10849	11123	11397	11684	<i>Monthly</i>
	52.45	53.76	55.10	56.49	57.89	59.34	60.84	62.35	63.93	65.50	67.15	<i>Hourly</i>
	3.67	3.76	3.86	3.95	4.05	4.15	4.26	4.36	4.48	4.59	4.70	<i>Standby</i>

## Compensation Appendix A

### Service Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

+ 3.20%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>94</b>	112248	115044	117960	120864	123912	127044	130188	133476	136764	140208	143700	<i>Annual</i>
	9354	9587	9830	10072	10326	10587	10849	11123	11397	11684	11975	<i>Monthly</i>
	53.76	55.10	56.49	57.89	59.34	60.84	62.35	63.93	65.50	67.15	68.82	<i>Hourly</i>
	3.76	3.86	3.95	4.05	4.15	4.26	4.36	4.48	4.59	4.70	4.82	<i>Standby</i>
<b>95</b>	115044	117960	120864	123912	127044	130188	133476	136764	140208	143700	147348	<i>Annual</i>
	9587	9830	10072	10326	10587	10849	11123	11397	11684	11975	12279	<i>Monthly</i>
	55.10	56.49	57.89	59.34	60.84	62.35	63.93	65.50	67.15	68.82	70.57	<i>Hourly</i>
	3.86	3.95	4.05	4.15	4.26	4.36	4.48	4.59	4.70	4.82	4.94	<i>Standby</i>
<b>96</b>	117960	120864	123912	127044	130188	133476	136764	140208	143700	147348	150984	<i>Annual</i>
	9830	10072	10326	10587	10849	11123	11397	11684	11975	12279	12582	<i>Monthly</i>
	56.49	57.89	59.34	60.84	62.35	63.93	65.50	67.15	68.82	70.57	72.31	<i>Hourly</i>
	3.95	4.05	4.15	4.26	4.36	4.48	4.59	4.70	4.82	4.94	5.06	<i>Standby</i>
<b>97</b>	120864	123912	127044	130188	133476	136764	140208	143700	147348	150984	154788	<i>Annual</i>
	10072	10326	10587	10849	11123	11397	11684	11975	12279	12582	12899	<i>Monthly</i>
	57.89	59.34	60.84	62.35	63.93	65.50	67.15	68.82	70.57	72.31	74.13	<i>Hourly</i>
	4.05	4.15	4.26	4.36	4.48	4.59	4.70	4.82	4.94	5.06	5.19	<i>Standby</i>
<b>98</b>	123912	127044	130188	133476	136764	140208	143700	147348	150984	154788	158652	<i>Annual</i>
	10326	10587	10849	11123	11397	11684	11975	12279	12582	12899	13221	<i>Monthly</i>
	59.34	60.84	62.35	63.93	65.50	67.15	68.82	70.57	72.31	74.13	75.98	<i>Hourly</i>
	4.15	4.26	4.36	4.48	4.59	4.70	4.82	4.94	5.06	5.19	5.32	<i>Standby</i>
<b>99A</b>	127044	130188	133476	136764	140208	143700	147348	150984	154788	158652	162624	<i>Annual</i>
	10587	10849	11123	11397	11684	11975	12279	12582	12899	13221	13552	<i>Monthly</i>
	60.84	62.35	63.93	65.50	67.15	68.82	70.57	72.31	74.13	75.98	77.89	<i>Hourly</i>
	4.26	4.36	4.48	4.59	4.70	4.82	4.94	5.06	5.19	5.32	5.45	<i>Standby</i>

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
14	16776	17172	17580	17952	18384	18804	19236	19656	20088	20556	21048	Annual
	1398	1431	1465	1496	1532	1567	1603	1638	1674	1713	1754	Monthly
	8.03	8.22	8.42	8.60	8.80	9.01	9.21	9.41	9.62	9.84	10.08	Hourly
	0.56	0.58	0.59	0.60	0.62	0.63	0.64	0.66	0.67	0.69	0.71	Standby
15	17172	17580	17952	18384	18804	19236	19656	20088	20556	21048	21492	Annual
	1431	1465	1496	1532	1567	1603	1638	1674	1713	1754	1791	Monthly
	8.22	8.42	8.60	8.80	9.01	9.21	9.41	9.62	9.84	10.08	10.29	Hourly
	0.58	0.59	0.60	0.62	0.63	0.64	0.66	0.67	0.69	0.71	0.72	Standby
16	17580	17952	18384	18804	19236	19656	20088	20556	21048	21492	21984	Annual
	1465	1496	1532	1567	1603	1638	1674	1713	1754	1791	1832	Monthly
	8.42	8.60	8.80	9.01	9.21	9.41	9.62	9.84	10.08	10.29	10.53	Hourly
	0.59	0.60	0.62	0.63	0.64	0.66	0.67	0.69	0.71	0.72	0.74	Standby
17	17952	18384	18804	19236	19656	20088	20556	21048	21492	21984	22512	Annual
	1496	1532	1567	1603	1638	1674	1713	1754	1791	1832	1876	Monthly
	8.60	8.80	9.01	9.21	9.41	9.62	9.84	10.08	10.29	10.53	10.78	Hourly
	0.60	0.62	0.63	0.64	0.66	0.67	0.69	0.71	0.72	0.74	0.75	Standby
18	18384	18804	19236	19656	20088	20556	21048	21492	21984	22512	22980	Annual
	1532	1567	1603	1638	1674	1713	1754	1791	1832	1876	1915	Monthly
	8.80	9.01	9.21	9.41	9.62	9.84	10.08	10.29	10.53	10.78	11.01	Hourly
	0.62	0.63	0.64	0.66	0.67	0.69	0.71	0.72	0.74	0.75	0.77	Standby
19	18804	19236	19656	20088	20556	21048	21492	21984	22512	22980	23568	Annual
	1567	1603	1638	1674	1713	1754	1791	1832	1876	1915	1964	Monthly
	9.01	9.21	9.41	9.62	9.84	10.08	10.29	10.53	10.78	11.01	11.29	Hourly
	0.63	0.64	0.66	0.67	0.69	0.71	0.72	0.74	0.75	0.77	0.79	Standby
20	19236	19656	20088	20556	21048	21492	21984	22512	22980	23568	24096	Annual
	1603	1638	1674	1713	1754	1791	1832	1876	1915	1964	2008	Monthly
	9.21	9.41	9.62	9.84	10.08	10.29	10.53	10.78	11.01	11.29	11.54	Hourly
	0.64	0.66	0.67	0.69	0.71	0.72	0.74	0.75	0.77	0.79	0.81	Standby
21	19656	20088	20556	21048	21492	21984	22512	22980	23568	24096	24636	Annual
	1638	1674	1713	1754	1791	1832	1876	1915	1964	2008	2053	Monthly
	9.41	9.62	9.84	10.08	10.29	10.53	10.78	11.01	11.29	11.54	11.80	Hourly
	0.66	0.67	0.69	0.71	0.72	0.74	0.75	0.77	0.79	0.81	0.83	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>22</b>	20088	20556	21048	21492	21984	22512	22980	23568	24096	24636	25224	<i>Annual</i>
	1674	1713	1754	1791	1832	1876	1915	1964	2008	2053	2102	<i>Monthly</i>
	9.62	9.84	10.08	10.29	10.53	10.78	11.01	11.29	11.54	11.80	12.08	<i>Hourly</i>
	0.67	0.69	0.71	0.72	0.74	0.75	0.77	0.79	0.81	0.83	0.85	<i>Standby</i>
<b>23</b>	20556	21048	21492	21984	22512	22980	23568	24096	24636	25224	25836	<i>Annual</i>
	1713	1754	1791	1832	1876	1915	1964	2008	2053	2102	2153	<i>Monthly</i>
	9.84	10.08	10.29	10.53	10.78	11.01	11.29	11.54	11.80	12.08	12.37	<i>Hourly</i>
	0.69	0.71	0.72	0.74	0.75	0.77	0.79	0.81	0.83	0.85	0.87	<i>Standby</i>
<b>24</b>	21048	21492	21984	22512	22980	23568	24096	24636	25224	25836	26424	<i>Annual</i>
	1754	1791	1832	1876	1915	1964	2008	2053	2102	2153	2202	<i>Monthly</i>
	10.08	10.29	10.53	10.78	11.01	11.29	11.54	11.80	12.08	12.37	12.66	<i>Hourly</i>
	0.71	0.72	0.74	0.75	0.77	0.79	0.81	0.83	0.85	0.87	0.89	<i>Standby</i>
<b>25</b>	21492	21984	22512	22980	23568	24096	24636	25224	25836	26424	27024	<i>Annual</i>
	1791	1832	1876	1915	1964	2008	2053	2102	2153	2202	2252	<i>Monthly</i>
	10.29	10.53	10.78	11.01	11.29	11.54	11.80	12.08	12.37	12.66	12.94	<i>Hourly</i>
	0.72	0.74	0.75	0.77	0.79	0.81	0.83	0.85	0.87	0.89	0.91	<i>Standby</i>
<b>26</b>	21984	22512	22980	23568	24096	24636	25224	25836	26424	27024	27648	<i>Annual</i>
	1832	1876	1915	1964	2008	2053	2102	2153	2202	2252	2304	<i>Monthly</i>
	10.53	10.78	11.01	11.29	11.54	11.80	12.08	12.37	12.66	12.94	13.24	<i>Hourly</i>
	0.74	0.75	0.77	0.79	0.81	0.83	0.85	0.87	0.89	0.91	0.93	<i>Standby</i>
<b>27</b>	22512	22980	23568	24096	24636	25224	25836	26424	27024	27648	28296	<i>Annual</i>
	1876	1915	1964	2008	2053	2102	2153	2202	2252	2304	2358	<i>Monthly</i>
	10.78	11.01	11.29	11.54	11.80	12.08	12.37	12.66	12.94	13.24	13.55	<i>Hourly</i>
	0.75	0.77	0.79	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.95	<i>Standby</i>
<b>28</b>	22980	23568	24096	24636	25224	25836	26424	27024	27648	28296	28980	<i>Annual</i>
	1915	1964	2008	2053	2102	2153	2202	2252	2304	2358	2415	<i>Monthly</i>
	11.01	11.29	11.54	11.80	12.08	12.37	12.66	12.94	13.24	13.55	13.88	<i>Hourly</i>
	0.77	0.79	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.95	0.97	<i>Standby</i>
<b>29</b>	23568	24096	24636	25224	25836	26424	27024	27648	28296	28980	29616	<i>Annual</i>
	1964	2008	2053	2102	2153	2202	2252	2304	2358	2415	2468	<i>Monthly</i>
	11.29	11.54	11.80	12.08	12.37	12.66	12.94	13.24	13.55	13.88	14.18	<i>Hourly</i>
	0.79	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.95	0.97	0.99	<i>Standby</i>

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
30	24096	24636	25224	25836	26424	27024	27648	28296	28980	29616	30360	Annual
	2008	2053	2102	2153	2202	2252	2304	2358	2415	2468	2530	Monthly
	11.54	11.80	12.08	12.37	12.66	12.94	13.24	13.55	13.88	14.18	14.54	Hourly
	0.81	0.83	0.85	0.87	0.89	0.91	0.93	0.95	0.97	0.99	1.02	Standby
31	24636	25224	25836	26424	27024	27648	28296	28980	29616	30360	31056	Annual
	2053	2102	2153	2202	2252	2304	2358	2415	2468	2530	2588	Monthly
	11.80	12.08	12.37	12.66	12.94	13.24	13.55	13.88	14.18	14.54	14.87	Hourly
	0.83	0.85	0.87	0.89	0.91	0.93	0.95	0.97	0.99	1.02	1.04	Standby
32	25224	25836	26424	27024	27648	28296	28980	29616	30360	31056	31788	Annual
	2102	2153	2202	2252	2304	2358	2415	2468	2530	2588	2649	Monthly
	12.08	12.37	12.66	12.94	13.24	13.55	13.88	14.18	14.54	14.87	15.22	Hourly
	0.85	0.87	0.89	0.91	0.93	0.95	0.97	0.99	1.02	1.04	1.07	Standby
33	25836	26424	27024	27648	28296	28980	29616	30360	31056	31788	32544	Annual
	2153	2202	2252	2304	2358	2415	2468	2530	2588	2649	2712	Monthly
	12.37	12.66	12.94	13.24	13.55	13.88	14.18	14.54	14.87	15.22	15.59	Hourly
	0.87	0.89	0.91	0.93	0.95	0.97	0.99	1.02	1.04	1.07	1.09	Standby
34	26424	27024	27648	28296	28980	29616	30360	31056	31788	32544	33288	Annual
	2202	2252	2304	2358	2415	2468	2530	2588	2649	2712	2774	Monthly
	12.66	12.94	13.24	13.55	13.88	14.18	14.54	14.87	15.22	15.59	15.94	Hourly
	0.89	0.91	0.93	0.95	0.97	0.99	1.02	1.04	1.07	1.09	1.12	Standby
35	27024	27648	28296	28980	29616	30360	31056	31788	32544	33288	34128	Annual
	2252	2304	2358	2415	2468	2530	2588	2649	2712	2774	2844	Monthly
	12.94	13.24	13.55	13.88	14.18	14.54	14.87	15.22	15.59	15.94	16.34	Hourly
	0.91	0.93	0.95	0.97	0.99	1.02	1.04	1.07	1.09	1.12	1.14	Standby
36	27648	28296	28980	29616	30360	31056	31788	32544	33288	34128	34920	Annual
	2304	2358	2415	2468	2530	2588	2649	2712	2774	2844	2910	Monthly
	13.24	13.55	13.88	14.18	14.54	14.87	15.22	15.59	15.94	16.34	16.72	Hourly
	0.93	0.95	0.97	0.99	1.02	1.04	1.07	1.09	1.12	1.14	1.17	Standby
37	28296	28980	29616	30360	31056	31788	32544	33288	34128	34920	35748	Annual
	2358	2415	2468	2530	2588	2649	2712	2774	2844	2910	2979	Monthly
	13.55	13.88	14.18	14.54	14.87	15.22	15.59	15.94	16.34	16.72	17.12	Hourly
	0.95	0.97	0.99	1.02	1.04	1.07	1.09	1.12	1.14	1.17	1.20	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
38	28980	29616	30360	31056	31788	32544	33288	34128	34920	35748	36624	Annual
	2415	2468	2530	2588	2649	2712	2774	2844	2910	2979	3052	Monthly
	13.88	14.18	14.54	14.87	15.22	15.59	15.94	16.34	16.72	17.12	17.54	Hourly
	0.97	0.99	1.02	1.04	1.07	1.09	1.12	1.14	1.17	1.20	1.23	Standby
39	29616	30360	31056	31788	32544	33288	34128	34920	35748	36624	37536	Annual
	2468	2530	2588	2649	2712	2774	2844	2910	2979	3052	3128	Monthly
	14.18	14.54	14.87	15.22	15.59	15.94	16.34	16.72	17.12	17.54	17.98	Hourly
	0.99	1.02	1.04	1.07	1.09	1.12	1.14	1.17	1.20	1.23	1.26	Standby
40	30360	31056	31788	32544	33288	34128	34920	35748	36624	37536	38496	Annual
	2530	2588	2649	2712	2774	2844	2910	2979	3052	3128	3208	Monthly
	14.54	14.87	15.22	15.59	15.94	16.34	16.72	17.12	17.54	17.98	18.44	Hourly
	1.02	1.04	1.07	1.09	1.12	1.14	1.17	1.20	1.23	1.26	1.29	Standby
41	31056	31788	32544	33288	34128	34920	35748	36624	37536	38496	39432	Annual
	2588	2649	2712	2774	2844	2910	2979	3052	3128	3208	3286	Monthly
	14.87	15.22	15.59	15.94	16.34	16.72	17.12	17.54	17.98	18.44	18.89	Hourly
	1.04	1.07	1.09	1.12	1.14	1.17	1.20	1.23	1.26	1.29	1.32	Standby
42	31788	32544	33288	34128	34920	35748	36624	37536	38496	39432	40452	Annual
	2649	2712	2774	2844	2910	2979	3052	3128	3208	3286	3371	Monthly
	15.22	15.59	15.94	16.34	16.72	17.12	17.54	17.98	18.44	18.89	19.37	Hourly
	1.07	1.09	1.12	1.14	1.17	1.20	1.23	1.26	1.29	1.32	1.36	Standby
43	32544	33288	34128	34920	35748	36624	37536	38496	39432	40452	41400	Annual
	2712	2774	2844	2910	2979	3052	3128	3208	3286	3371	3450	Monthly
	15.59	15.94	16.34	16.72	17.12	17.54	17.98	18.44	18.89	19.37	19.83	Hourly
	1.09	1.12	1.14	1.17	1.20	1.23	1.26	1.29	1.32	1.36	1.39	Standby
44	33288	34128	34920	35748	36624	37536	38496	39432	40452	41400	42480	Annual
	2774	2844	2910	2979	3052	3128	3208	3286	3371	3450	3540	Monthly
	15.94	16.34	16.72	17.12	17.54	17.98	18.44	18.89	19.37	19.83	20.34	Hourly
	1.12	1.14	1.17	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	Standby
45	34128	34920	35748	36624	37536	38496	39432	40452	41400	42480	43536	Annual
	2844	2910	2979	3052	3128	3208	3286	3371	3450	3540	3628	Monthly
	16.34	16.72	17.12	17.54	17.98	18.44	18.89	19.37	19.83	20.34	20.85	Hourly
	1.14	1.17	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
46	34920	35748	36624	37536	38496	39432	40452	41400	42480	43536	44664	Annual
	2910	2979	3052	3128	3208	3286	3371	3450	3540	3628	3722	Monthly
	16.72	17.12	17.54	17.98	18.44	18.89	19.37	19.83	20.34	20.85	21.39	Hourly
	1.17	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	Standby
47	35748	36624	37536	38496	39432	40452	41400	42480	43536	44664	45756	Annual
	2979	3052	3128	3208	3286	3371	3450	3540	3628	3722	3813	Monthly
	17.12	17.54	17.98	18.44	18.89	19.37	19.83	20.34	20.85	21.39	21.91	Hourly
	1.20	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	Standby
48	36624	37536	38496	39432	40452	41400	42480	43536	44664	45756	46896	Annual
	3052	3128	3208	3286	3371	3450	3540	3628	3722	3813	3908	Monthly
	17.54	17.98	18.44	18.89	19.37	19.83	20.34	20.85	21.39	21.91	22.46	Hourly
	1.23	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	Standby
49	37536	38496	39432	40452	41400	42480	43536	44664	45756	46896	48036	Annual
	3128	3208	3286	3371	3450	3540	3628	3722	3813	3908	4003	Monthly
	17.98	18.44	18.89	19.37	19.83	20.34	20.85	21.39	21.91	22.46	23.01	Hourly
	1.26	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	Standby
50	38496	39432	40452	41400	42480	43536	44664	45756	46896	48036	49272	Annual
	3208	3286	3371	3450	3540	3628	3722	3813	3908	4003	4106	Monthly
	18.44	18.89	19.37	19.83	20.34	20.85	21.39	21.91	22.46	23.01	23.60	Hourly
	1.29	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	Standby
51	39432	40452	41400	42480	43536	44664	45756	46896	48036	49272	50484	Annual
	3286	3371	3450	3540	3628	3722	3813	3908	4003	4106	4207	Monthly
	18.89	19.37	19.83	20.34	20.85	21.39	21.91	22.46	23.01	23.60	24.18	Hourly
	1.32	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	Standby
52	40452	41400	42480	43536	44664	45756	46896	48036	49272	50484	51780	Annual
	3371	3450	3540	3628	3722	3813	3908	4003	4106	4207	4315	Monthly
	19.37	19.83	20.34	20.85	21.39	21.91	22.46	23.01	23.60	24.18	24.80	Hourly
	1.36	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	Standby
53	41400	42480	43536	44664	45756	46896	48036	49272	50484	51780	53052	Annual
	3450	3540	3628	3722	3813	3908	4003	4106	4207	4315	4421	Monthly
	19.83	20.34	20.85	21.39	21.91	22.46	23.01	23.60	24.18	24.80	25.41	Hourly
	1.39	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
54	42480	43536	44664	45756	46896	48036	49272	50484	51780	53052	54372	Annual
	3540	3628	3722	3813	3908	4003	4106	4207	4315	4421	4531	Monthly
	20.34	20.85	21.39	21.91	22.46	23.01	23.60	24.18	24.80	25.41	26.04	Hourly
	1.42	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	Standby
55	43536	44664	45756	46896	48036	49272	50484	51780	53052	54372	55716	Annual
	3628	3722	3813	3908	4003	4106	4207	4315	4421	4531	4643	Monthly
	20.85	21.39	21.91	22.46	23.01	23.60	24.18	24.80	25.41	26.04	26.68	Hourly
	1.46	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	Standby
56	44664	45756	46896	48036	49272	50484	51780	53052	54372	55716	57120	Annual
	3722	3813	3908	4003	4106	4207	4315	4421	4531	4643	4760	Monthly
	21.39	21.91	22.46	23.01	23.60	24.18	24.80	25.41	26.04	26.68	27.36	Hourly
	1.50	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	Standby
57	45756	46896	48036	49272	50484	51780	53052	54372	55716	57120	58548	Annual
	3813	3908	4003	4106	4207	4315	4421	4531	4643	4760	4879	Monthly
	21.91	22.46	23.01	23.60	24.18	24.80	25.41	26.04	26.68	27.36	28.04	Hourly
	1.53	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	Standby
58	46896	48036	49272	50484	51780	53052	54372	55716	57120	58548	60036	Annual
	3908	4003	4106	4207	4315	4421	4531	4643	4760	4879	5003	Monthly
	22.46	23.01	23.60	24.18	24.80	25.41	26.04	26.68	27.36	28.04	28.75	Hourly
	1.57	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	Standby
59	48036	49272	50484	51780	53052	54372	55716	57120	58548	60036	61500	Annual
	4003	4106	4207	4315	4421	4531	4643	4760	4879	5003	5125	Monthly
	23.01	23.60	24.18	24.80	25.41	26.04	26.68	27.36	28.04	28.75	29.45	Hourly
	1.61	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	Standby
60	49272	50484	51780	53052	54372	55716	57120	58548	60036	61500	63096	Annual
	4106	4207	4315	4421	4531	4643	4760	4879	5003	5125	5258	Monthly
	23.60	24.18	24.80	25.41	26.04	26.68	27.36	28.04	28.75	29.45	30.22	Hourly
	1.65	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.12	Standby
61	50484	51780	53052	54372	55716	57120	58548	60036	61500	63096	64620	Annual
	4207	4315	4421	4531	4643	4760	4879	5003	5125	5258	5385	Monthly
	24.18	24.80	25.41	26.04	26.68	27.36	28.04	28.75	29.45	30.22	30.95	Hourly
	1.69	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.12	2.17	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
62	51780	53052	54372	55716	57120	58548	60036	61500	63096	64620	66264	Annual
	4315	4421	4531	4643	4760	4879	5003	5125	5258	5385	5522	Monthly
	24.80	25.41	26.04	26.68	27.36	28.04	28.75	29.45	30.22	30.95	31.74	Hourly
	1.74	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.12	2.17	2.22	Standby
63	53052	54372	55716	57120	58548	60036	61500	63096	64620	66264	67920	Annual
	4421	4531	4643	4760	4879	5003	5125	5258	5385	5522	5660	Monthly
	25.41	26.04	26.68	27.36	28.04	28.75	29.45	30.22	30.95	31.74	32.53	Hourly
	1.78	1.82	1.87	1.92	1.96	2.01	2.06	2.12	2.17	2.22	2.28	Standby
64	54372	55716	57120	58548	60036	61500	63096	64620	66264	67920	69588	Annual
	4531	4643	4760	4879	5003	5125	5258	5385	5522	5660	5799	Monthly
	26.04	26.68	27.36	28.04	28.75	29.45	30.22	30.95	31.74	32.53	33.33	Hourly
	1.82	1.87	1.92	1.96	2.01	2.06	2.12	2.17	2.22	2.28	2.33	Standby
65	55716	57120	58548	60036	61500	63096	64620	66264	67920	69588	71328	Annual
	4643	4760	4879	5003	5125	5258	5385	5522	5660	5799	5944	Monthly
	26.68	27.36	28.04	28.75	29.45	30.22	30.95	31.74	32.53	33.33	34.16	Hourly
	1.87	1.92	1.96	2.01	2.06	2.12	2.17	2.22	2.28	2.33	2.39	Standby
66	57120	58548	60036	61500	63096	64620	66264	67920	69588	71328	73140	Annual
	4760	4879	5003	5125	5258	5385	5522	5660	5799	5944	6095	Monthly
	27.36	28.04	28.75	29.45	30.22	30.95	31.74	32.53	33.33	34.16	35.03	Hourly
	1.92	1.96	2.01	2.06	2.12	2.17	2.22	2.28	2.33	2.39	2.45	Standby
67	58548	60036	61500	63096	64620	66264	67920	69588	71328	73140	74952	Annual
	4879	5003	5125	5258	5385	5522	5660	5799	5944	6095	6246	Monthly
	28.04	28.75	29.45	30.22	30.95	31.74	32.53	33.33	34.16	35.03	35.90	Hourly
	1.96	2.01	2.06	2.12	2.17	2.22	2.28	2.33	2.39	2.45	2.51	Standby
68	60036	61500	63096	64620	66264	67920	69588	71328	73140	74952	76848	Annual
	5003	5125	5258	5385	5522	5660	5799	5944	6095	6246	6404	Monthly
	28.75	29.45	30.22	30.95	31.74	32.53	33.33	34.16	35.03	35.90	36.80	Hourly
	2.01	2.06	2.12	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	Standby
69	61500	63096	64620	66264	67920	69588	71328	73140	74952	76848	78756	Annual
	5125	5258	5385	5522	5660	5799	5944	6095	6246	6404	6563	Monthly
	29.45	30.22	30.95	31.74	32.53	33.33	34.16	35.03	35.90	36.80	37.72	Hourly
	2.06	2.12	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
70	63096	64620	66264	67920	69588	71328	73140	74952	76848	78756	80736	Annual
	5258	5385	5522	5660	5799	5944	6095	6246	6404	6563	6728	Monthly
	30.22	30.95	31.74	32.53	33.33	34.16	35.03	35.90	36.80	37.72	38.67	Hourly
	2.12	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	Standby
71	64620	66264	67920	69588	71328	73140	74952	76848	78756	80736	82740	Annual
	5385	5522	5660	5799	5944	6095	6246	6404	6563	6728	6895	Monthly
	30.95	31.74	32.53	33.33	34.16	35.03	35.90	36.80	37.72	38.67	39.63	Hourly
	2.17	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	Standby
72	66264	67920	69588	71328	73140	74952	76848	78756	80736	82740	84816	Annual
	5522	5660	5799	5944	6095	6246	6404	6563	6728	6895	7068	Monthly
	31.74	32.53	33.33	34.16	35.03	35.90	36.80	37.72	38.67	39.63	40.62	Hourly
	2.22	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	Standby
73	67920	69588	71328	73140	74952	76848	78756	80736	82740	84816	86940	Annual
	5660	5799	5944	6095	6246	6404	6563	6728	6895	7068	7245	Monthly
	32.53	33.33	34.16	35.03	35.90	36.80	37.72	38.67	39.63	40.62	41.64	Hourly
	2.28	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	Standby
74	69588	71328	73140	74952	76848	78756	80736	82740	84816	86940	89124	Annual
	5799	5944	6095	6246	6404	6563	6728	6895	7068	7245	7427	Monthly
	33.33	34.16	35.03	35.90	36.80	37.72	38.67	39.63	40.62	41.64	42.68	Hourly
	2.33	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	Standby
75	71328	73140	74952	76848	78756	80736	82740	84816	86940	89124	91332	Annual
	5944	6095	6246	6404	6563	6728	6895	7068	7245	7427	7611	Monthly
	34.16	35.03	35.90	36.80	37.72	38.67	39.63	40.62	41.64	42.68	43.74	Hourly
	2.39	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	Standby
76	73140	74952	76848	78756	80736	82740	84816	86940	89124	91332	93648	Annual
	6095	6246	6404	6563	6728	6895	7068	7245	7427	7611	7804	Monthly
	35.03	35.90	36.80	37.72	38.67	39.63	40.62	41.64	42.68	43.74	44.85	Hourly
	2.45	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	Standby
77	74952	76848	78756	80736	82740	84816	86940	89124	91332	93648	95952	Annual
	6246	6404	6563	6728	6895	7068	7245	7427	7611	7804	7996	Monthly
	35.90	36.80	37.72	38.67	39.63	40.62	41.64	42.68	43.74	44.85	45.95	Hourly
	2.51	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
78	76848	78756	80736	82740	84816	86940	89124	91332	93648	95952	98352	Annual
	6404	6563	6728	6895	7068	7245	7427	7611	7804	7996	8196	Monthly
	36.80	37.72	38.67	39.63	40.62	41.64	42.68	43.74	44.85	45.95	47.10	Hourly
	2.58	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	Standby
79	78756	80736	82740	84816	86940	89124	91332	93648	95952	98352	100824	Annual
	6563	6728	6895	7068	7245	7427	7611	7804	7996	8196	8402	Monthly
	37.72	38.67	39.63	40.62	41.64	42.68	43.74	44.85	45.95	47.10	48.29	Hourly
	2.64	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	Standby
80	80736	82740	84816	86940	89124	91332	93648	95952	98352	100824	103344	Annual
	6728	6895	7068	7245	7427	7611	7804	7996	8196	8402	8612	Monthly
	38.67	39.63	40.62	41.64	42.68	43.74	44.85	45.95	47.10	48.29	49.49	Hourly
	2.71	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.46	Standby
81	82740	84816	86940	89124	91332	93648	95952	98352	100824	103344	105900	Annual
	6895	7068	7245	7427	7611	7804	7996	8196	8402	8612	8825	Monthly
	39.63	40.62	41.64	42.68	43.74	44.85	45.95	47.10	48.29	49.49	50.72	Hourly
	2.77	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.46	3.55	Standby
82	84816	86940	89124	91332	93648	95952	98352	100824	103344	105900	108540	Annual
	7068	7245	7427	7611	7804	7996	8196	8402	8612	8825	9045	Monthly
	40.62	41.64	42.68	43.74	44.85	45.95	47.10	48.29	49.49	50.72	51.98	Hourly
	2.84	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.46	3.55	3.64	Standby
83	86940	89124	91332	93648	95952	98352	100824	103344	105900	108540	111276	Annual
	7245	7427	7611	7804	7996	8196	8402	8612	8825	9045	9273	Monthly
	41.64	42.68	43.74	44.85	45.95	47.10	48.29	49.49	50.72	51.98	53.29	Hourly
	2.91	2.99	3.06	3.14	3.22	3.30	3.38	3.46	3.55	3.64	3.73	Standby
84	89124	91332	93648	95952	98352	100824	103344	105900	108540	111276	114048	Annual
	7427	7611	7804	7996	8196	8402	8612	8825	9045	9273	9504	Monthly
	42.68	43.74	44.85	45.95	47.10	48.29	49.49	50.72	51.98	53.29	54.62	Hourly
	2.99	3.06	3.14	3.22	3.30	3.38	3.46	3.55	3.64	3.73	3.82	Standby
85	91332	93648	95952	98352	100824	103344	105900	108540	111276	114048	116880	Annual
	7611	7804	7996	8196	8402	8612	8825	9045	9273	9504	9740	Monthly
	43.74	44.85	45.95	47.10	48.29	49.49	50.72	51.98	53.29	54.62	55.98	Hourly
	3.06	3.14	3.22	3.30	3.38	3.46	3.55	3.64	3.73	3.82	3.92	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
86	93648	95952	98352	100824	103344	105900	108540	111276	114048	116880	119844	Annual
	7804	7996	8196	8402	8612	8825	9045	9273	9504	9740	9987	Monthly
	44.85	45.95	47.10	48.29	49.49	50.72	51.98	53.29	54.62	55.98	57.40	Hourly
	3.14	3.22	3.30	3.38	3.46	3.55	3.64	3.73	3.82	3.92	4.02	Standby
87	95952	98352	100824	103344	105900	108540	111276	114048	116880	119844	122796	Annual
	7996	8196	8402	8612	8825	9045	9273	9504	9740	9987	10233	Monthly
	45.95	47.10	48.29	49.49	50.72	51.98	53.29	54.62	55.98	57.40	58.81	Hourly
	3.22	3.30	3.38	3.46	3.55	3.64	3.73	3.82	3.92	4.02	4.12	Standby
88	98352	100824	103344	105900	108540	111276	114048	116880	119844	122796	125892	Annual
	8196	8402	8612	8825	9045	9273	9504	9740	9987	10233	10491	Monthly
	47.10	48.29	49.49	50.72	51.98	53.29	54.62	55.98	57.40	58.81	60.29	Hourly
	3.30	3.38	3.46	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	Standby
89	100824	103344	105900	108540	111276	114048	116880	119844	122796	125892	129072	Annual
	8402	8612	8825	9045	9273	9504	9740	9987	10233	10491	10756	Monthly
	48.29	49.49	50.72	51.98	53.29	54.62	55.98	57.40	58.81	60.29	61.82	Hourly
	3.38	3.46	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	Standby
90	103344	105900	108540	111276	114048	116880	119844	122796	125892	129072	132276	Annual
	8612	8825	9045	9273	9504	9740	9987	10233	10491	10756	11023	Monthly
	49.49	50.72	51.98	53.29	54.62	55.98	57.40	58.81	60.29	61.82	63.35	Hourly
	3.46	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	Standby
91	105900	108540	111276	114048	116880	119844	122796	125892	129072	132276	135612	Annual
	8825	9045	9273	9504	9740	9987	10233	10491	10756	11023	11301	Monthly
	50.72	51.98	53.29	54.62	55.98	57.40	58.81	60.29	61.82	63.35	64.95	Hourly
	3.55	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.55	Standby
92	108540	111276	114048	116880	119844	122796	125892	129072	132276	135612	138948	Annual
	9045	9273	9504	9740	9987	10233	10491	10756	11023	11301	11579	Monthly
	51.98	53.29	54.62	55.98	57.40	58.81	60.29	61.82	63.35	64.95	66.55	Hourly
	3.64	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.55	4.66	Standby
93	111276	114048	116880	119844	122796	125892	129072	132276	135612	138948	142452	Annual
	9273	9504	9740	9987	10233	10491	10756	11023	11301	11579	11871	Monthly
	53.29	54.62	55.98	57.40	58.81	60.29	61.82	63.35	64.95	66.55	68.22	Hourly
	3.73	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.55	4.66	4.78	Standby

## Compensation Appendix B

### Service Salary Schedule for Represented Employees Effective July 1, 2006 through June 30, 2007

+ 1.60%

RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
94	114048	116880	119844	122796	125892	129072	132276	135612	138948	142452	146004	Annual
	9504	9740	9987	10233	10491	10756	11023	11301	11579	11871	12167	Monthly
	54.62	55.98	57.40	58.81	60.29	61.82	63.35	64.95	66.55	68.22	69.93	Hourly
	3.82	3.92	4.02	4.12	4.22	4.33	4.43	4.55	4.66	4.78	4.90	Standby
95	116880	119844	122796	125892	129072	132276	135612	138948	142452	146004	149700	Annual
	9740	9987	10233	10491	10756	11023	11301	11579	11871	12167	12475	Monthly
	55.98	57.40	58.81	60.29	61.82	63.35	64.95	66.55	68.22	69.93	71.70	Hourly
	3.92	4.02	4.12	4.22	4.33	4.43	4.55	4.66	4.78	4.90	5.02	Standby
96	119844	122796	125892	129072	132276	135612	138948	142452	146004	149700	153396	Annual
	9987	10233	10491	10756	11023	11301	11579	11871	12167	12475	12783	Monthly
	57.40	58.81	60.29	61.82	63.35	64.95	66.55	68.22	69.93	71.70	73.47	Hourly
	4.02	4.12	4.22	4.33	4.43	4.55	4.66	4.78	4.90	5.02	5.14	Standby
97	122796	125892	129072	132276	135612	138948	142452	146004	149700	153396	157260	Annual
	10233	10491	10756	11023	11301	11579	11871	12167	12475	12783	13105	Monthly
	58.81	60.29	61.82	63.35	64.95	66.55	68.22	69.93	71.70	73.47	75.32	Hourly
	4.12	4.22	4.33	4.43	4.55	4.66	4.78	4.90	5.02	5.14	5.27	Standby
98	125892	129072	132276	135612	138948	142452	146004	149700	153396	157260	161196	Annual
	10491	10756	11023	11301	11579	11871	12167	12475	12783	13105	13433	Monthly
	60.29	61.82	63.35	64.95	66.55	68.22	69.93	71.70	73.47	75.32	77.20	Hourly
	4.22	4.33	4.43	4.55	4.66	4.78	4.90	5.02	5.14	5.27	5.40	Standby
99A	129072	132276	135612	138948	142452	146004	149700	153396	157260	161196	165228	Annual
	10756	11023	11301	11579	11871	12167	12475	12783	13105	13433	13769	Monthly
	61.82	63.35	64.95	66.55	68.22	69.93	71.70	73.47	75.32	77.20	79.13	Hourly
	4.33	4.43	4.55	4.66	4.78	4.90	5.02	5.14	5.27	5.40	5.54	Standby

## Compensation Appendix C

### SP Range Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

3.2%

SP RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>35SP</b>	30468	31176	31896	32664	33408	34212	35016	35820	36684	37524	38472	<i>Annual</i>
	2539	2598	2658	2722	2784	2851	2918	2985	3057	3127	3206	<i>Monthly</i>
	14.59	14.93	15.28	15.64	16.00	16.39	16.77	17.16	17.57	17.97	18.43	<i>Hourly</i>
	1.02	1.05	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	<i>Standby</i>
<b>36SP</b>	31176	31896	32664	33408	34212	35016	35820	36684	37524	38472	39372	<i>Annual</i>
	2598	2658	2722	2784	2851	2918	2985	3057	3127	3206	3281	<i>Monthly</i>
	14.93	15.28	15.64	16.00	16.39	16.77	17.16	17.57	17.97	18.43	18.86	<i>Hourly</i>
	1.05	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	<i>Standby</i>
<b>37SP</b>	31896	32664	33408	34212	35016	35820	36684	37524	38472	39372	40320	<i>Annual</i>
	2658	2722	2784	2851	2918	2985	3057	3127	3206	3281	3360	<i>Monthly</i>
	15.28	15.64	16.00	16.39	16.77	17.16	17.57	17.97	18.43	18.86	19.31	<i>Hourly</i>
	1.07	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	<i>Standby</i>
<b>38SP</b>	32664	33408	34212	35016	35820	36684	37524	38472	39372	40320	41316	<i>Annual</i>
	2722	2784	2851	2918	2985	3057	3127	3206	3281	3360	3443	<i>Monthly</i>
	15.64	16.00	16.39	16.77	17.16	17.57	17.97	18.43	18.86	19.31	19.79	<i>Hourly</i>
	1.09	1.12	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.39	<i>Standby</i>
<b>40SP</b>	34212	35016	35820	36684	37524	38472	39372	40320	41316	42336	43392	<i>Annual</i>
	2851	2918	2985	3057	3127	3206	3281	3360	3443	3528	3616	<i>Monthly</i>
	16.39	16.77	17.16	17.57	17.97	18.43	18.86	19.31	19.79	20.28	20.78	<i>Hourly</i>
	1.15	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.39	1.42	1.45	<i>Standby</i>
<b>41SP</b>	35016	35820	36684	37524	38472	39372	40320	41316	42336	43392	44472	<i>Annual</i>
	2918	2985	3057	3127	3206	3281	3360	3443	3528	3616	3706	<i>Monthly</i>
	16.77	17.16	17.57	17.97	18.43	18.86	19.31	19.79	20.28	20.78	21.30	<i>Hourly</i>
	1.17	1.20	1.23	1.26	1.29	1.32	1.35	1.39	1.42	1.45	1.49	<i>Standby</i>
<b>42SP</b>	35820	36684	37524	38472	39372	40320	41316	42336	43392	44472	45588	<i>Annual</i>
	2985	3057	3127	3206	3281	3360	3443	3528	3616	3706	3799	<i>Monthly</i>
	17.16	17.57	17.97	18.43	18.86	19.31	19.79	20.28	20.78	21.30	21.83	<i>Hourly</i>
	1.20	1.23	1.26	1.29	1.32	1.35	1.39	1.42	1.45	1.49	1.53	<i>Standby</i>
<b>45SP</b>	38472	39372	40320	41316	42336	43392	44472	45588	46704	47892	49080	<i>Annual</i>
	3206	3281	3360	3443	3528	3616	3706	3799	3892	3991	4090	<i>Monthly</i>
	18.43	18.86	19.31	19.79	20.28	20.78	21.30	21.83	22.37	22.94	23.51	<i>Hourly</i>
	1.29	1.32	1.35	1.39	1.42	1.45	1.49	1.53	1.57	1.61	1.65	<i>Standby</i>

## Compensation Appendix C

### SP Range Salary Schedule for Represented Employees Effective July 1, 2005 through June 30, 2006

3.2%

SP RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>46SP</b>	39372	40320	41316	42336	43392	44472	45588	46704	47892	49080	50328	<i>Annual</i>
	3281	3360	3443	3528	3616	3706	3799	3892	3991	4090	4194	<i>Monthly</i>
	18.86	19.31	19.79	20.28	20.78	21.30	21.83	22.37	22.94	23.51	24.10	<i>Hourly</i>
	1.32	1.35	1.39	1.42	1.45	1.49	1.53	1.57	1.61	1.65	1.69	<i>Standby</i>
<b>48SP</b>	41316	42336	43392	44472	45588	46704	47892	49080	50328	51600	52860	<i>Annual</i>
	3443	3528	3616	3706	3799	3892	3991	4090	4194	4300	4405	<i>Monthly</i>
	19.79	20.28	20.78	21.30	21.83	22.37	22.94	23.51	24.10	24.71	25.32	<i>Hourly</i>
	1.39	1.42	1.45	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.77	<i>Standby</i>
<b>49SP</b>	42336	43392	44472	45588	46704	47892	49080	50328	51600	52860	54156	<i>Annual</i>
	3528	3616	3706	3799	3892	3991	4090	4194	4300	4405	4513	<i>Monthly</i>
	20.28	20.78	21.30	21.83	22.37	22.94	23.51	24.10	24.71	25.32	25.94	<i>Hourly</i>
	1.42	1.45	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.77	1.82	<i>Standby</i>
<b>50SP</b>	43392	44472	45588	46704	47892	49080	50328	51600	52860	54156	55548	<i>Annual</i>
	3616	3706	3799	3892	3991	4090	4194	4300	4405	4513	4629	<i>Monthly</i>
	20.78	21.30	21.83	22.37	22.94	23.51	24.10	24.71	25.32	25.94	26.60	<i>Hourly</i>
	1.45	1.49	1.53	1.57	1.61	1.65	1.69	1.73	1.77	1.82	1.86	<i>Standby</i>
<b>53SP</b>	46704	47892	49080	50328	51600	52860	54156	55548	56928	58380	59808	<i>Annual</i>
	3892	3991	4090	4194	4300	4405	4513	4629	4744	4865	4984	<i>Monthly</i>
	22.37	22.94	23.51	24.10	24.71	25.32	25.94	26.60	27.26	27.96	28.64	<i>Hourly</i>
	1.57	1.61	1.65	1.69	1.73	1.77	1.82	1.86	1.91	1.96	2.00	<i>Standby</i>
<b>57SP</b>	51600	52860	54156	55548	56928	58380	59808	61308	62808	64404	66000	<i>Annual</i>
	4300	4405	4513	4629	4744	4865	4984	5109	5234	5367	5500	<i>Monthly</i>
	24.71	25.32	25.94	26.60	27.26	27.96	28.64	29.36	30.08	30.84	31.61	<i>Hourly</i>
	1.73	1.77	1.82	1.86	1.91	1.96	2.00	2.06	2.11	2.16	2.21	<i>Standby</i>

## Compensation Appendix D

### SP Range Salary Schedule for Represented Employees Effective July 1, 2006 through June 2007

+ 1.6%												
SP RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>35SP</b>	30960	31680	32412	33192	33948	34764	35580	36396	37272	38124	39084	<i>Annual</i>
	2580	2640	2701	2766	2829	2897	2965	3033	3106	3177	3257	<i>Monthly</i>
	14.83	15.17	15.52	15.90	16.26	16.65	17.04	17.43	17.85	18.26	18.72	<i>Hourly</i>
	1.04	1.06	1.09	1.11	1.14	1.17	1.19	1.22	1.25	1.28	1.31	<i>Standby</i>
<b>36SP</b>	31680	32412	33192	33948	34764	35580	36396	37272	38124	39084	39996	<i>Annual</i>
	2640	2701	2766	2829	2897	2965	3033	3106	3177	3257	3333	<i>Monthly</i>
	15.17	15.52	15.90	16.26	16.65	17.04	17.43	17.85	18.26	18.72	19.16	<i>Hourly</i>
	1.06	1.09	1.11	1.14	1.17	1.19	1.22	1.25	1.28	1.31	1.34	<i>Standby</i>
<b>37SP</b>	32412	33192	33948	34764	35580	36396	37272	38124	39084	39996	40968	<i>Annual</i>
	2701	2766	2829	2897	2965	3033	3106	3177	3257	3333	3414	<i>Monthly</i>
	15.52	15.90	16.26	16.65	17.04	17.43	17.85	18.26	18.72	19.16	19.62	<i>Hourly</i>
	1.09	1.11	1.14	1.17	1.19	1.22	1.25	1.28	1.31	1.34	1.37	<i>Standby</i>
<b>38SP</b>	33192	33948	34764	35580	36396	37272	38124	39084	39996	40968	41976	<i>Annual</i>
	2766	2829	2897	2965	3033	3106	3177	3257	3333	3414	3498	<i>Monthly</i>
	15.90	16.26	16.65	17.04	17.43	17.85	18.26	18.72	19.16	19.62	20.10	<i>Hourly</i>
	1.11	1.14	1.17	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.41	<i>Standby</i>
<b>40SP</b>	34764	35580	36396	37272	38124	39084	39996	40968	41976	43008	44088	<i>Annual</i>
	2897	2965	3033	3106	3177	3257	3333	3414	3498	3584	3674	<i>Monthly</i>
	16.65	17.04	17.43	17.85	18.26	18.72	19.16	19.62	20.10	20.60	21.11	<i>Hourly</i>
	1.17	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.41	1.44	1.48	<i>Standby</i>
<b>41SP</b>	35580	36396	37272	38124	39084	39996	40968	41976	43008	44088	45180	<i>Annual</i>
	2965	3033	3106	3177	3257	3333	3414	3498	3584	3674	3765	<i>Monthly</i>
	17.04	17.43	17.85	18.26	18.72	19.16	19.62	20.10	20.60	21.11	21.64	<i>Hourly</i>
	1.19	1.22	1.25	1.28	1.31	1.34	1.37	1.41	1.44	1.48	1.51	<i>Standby</i>
<b>42SP</b>	36396	37272	38124	39084	39996	40968	41976	43008	44088	45180	46320	<i>Annual</i>
	3033	3106	3177	3257	3333	3414	3498	3584	3674	3765	3860	<i>Monthly</i>
	17.43	17.85	18.26	18.72	19.16	19.62	20.10	20.60	21.11	21.64	22.18	<i>Hourly</i>
	1.22	1.25	1.28	1.31	1.34	1.37	1.41	1.44	1.48	1.51	1.55	<i>Standby</i>

## Compensation Appendix D

### SP Range Salary Schedule for Represented Employees Effective July 1, 2006 through June 2007

	+ 1.6%											
SP RANGE	Step A	Step B	Step C	Step D	Step E	Step F	Step G	Step H	Step I	Step J	Step K	
<b>45SP</b>	39084	39996	40968	41976	43008	44088	45180	46320	47448	48660	49860	Annual
	3257	3333	3414	3498	3584	3674	3765	3860	3954	4055	4155	Monthly
	18.72	19.16	19.62	20.10	20.60	21.11	21.64	22.18	22.72	23.30	23.88	Hourly
	1.31	1.34	1.37	1.41	1.44	1.48	1.51	1.55	1.59	1.63	1.67	Standby
<b>46SP</b>	39996	40968	41976	43008	44088	45180	46320	47448	48660	49860	51132	Annual
	3333	3414	3498	3584	3674	3765	3860	3954	4055	4155	4261	Monthly
	19.16	19.62	20.10	20.60	21.11	21.64	22.18	22.72	23.30	23.88	24.49	Hourly
	1.34	1.37	1.41	1.44	1.48	1.51	1.55	1.59	1.63	1.67	1.71	Standby
<b>48SP</b>	41976	43008	44088	45180	46320	47448	48660	49860	51132	52428	53700	Annual
	3498	3584	3674	3765	3860	3954	4055	4155	4261	4369	4475	Monthly
	20.10	20.60	21.11	21.64	22.18	22.72	23.30	23.88	24.49	25.11	25.72	Hourly
	1.41	1.44	1.48	1.51	1.55	1.59	1.63	1.67	1.71	1.76	1.80	Standby
<b>49SP</b>	43008	44088	45180	46320	47448	48660	49860	51132	52428	53700	55020	Annual
	3584	3674	3765	3860	3954	4055	4155	4261	4369	4475	4585	Monthly
	20.60	21.11	21.64	22.18	22.72	23.30	23.88	24.49	25.11	25.72	26.35	Hourly
	1.44	1.48	1.51	1.55	1.59	1.63	1.67	1.71	1.76	1.80	1.84	Standby
<b>50SP</b>	44088	45180	46320	47448	48660	49860	51132	52428	53700	55020	56436	Annual
	3674	3765	3860	3954	4055	4155	4261	4369	4475	4585	4703	Monthly
	21.11	21.64	22.18	22.72	23.30	23.88	24.49	25.11	25.72	26.35	27.03	Hourly
	1.48	1.51	1.55	1.59	1.63	1.67	1.71	1.76	1.80	1.84	1.89	Standby
<b>53SP</b>	47448	48660	49860	51132	52428	53700	55020	56436	57840	59316	60768	Annual
	3954	4055	4155	4261	4369	4475	4585	4703	4820	4943	5064	Monthly
	22.72	23.30	23.88	24.49	25.11	25.72	26.35	27.03	27.70	28.41	29.10	Hourly
	1.59	1.63	1.67	1.71	1.76	1.80	1.84	1.89	1.94	1.99	2.04	Standby
<b>57SP</b>	52428	53700	55020	56436	57840	59316	60768	62292	63816	65436	67056	Annual
	4369	4475	4585	4703	4820	4943	5064	5191	5318	5453	5588	Monthly
	25.11	25.72	26.35	27.03	27.70	28.41	29.10	29.83	30.56	31.34	32.11	Hourly
	1.76	1.80	1.84	1.89	1.94	1.99	2.04	2.09	2.14	2.19	2.25	Standby

**COMPENSATION APPENDIX E**  
**STATE OF WASHINGTON**  
**OFFICE OF FINANCIAL MANAGEMENT**

**25% Salary Survey Implementation – General Government**

**The following classifications will receive pay increases necessary to bring them within 25% of the prevailing rate in accordance with the Department of Personnel's 2002 Salary Survey.**

**WPEA**

<b><u>Job Class</u></b>	<b><u>Percent Change</u></b>
11530 FORMS/RCDS ANAL1	2.5
11540 FORMS/RCDS ANAL2	2.5
11800 MGMT ANALYST 3	2.5
15410 TAX POLICY SP 1	2.5
15420 TAX POLICY SP 2	2.5
15430 TAX POLICY SP 3	2.5
53070 LAB ASST	12.5
53120 LAB TECH 2	12.5
53320 MICROBIOLOGIST 2	10.0
53800 CHEMIST 1	10.0
53820 CHEMIST 2	10.0
53830 CHEMIST 3	10.0
60050 ENGR AIDE 1	7.5
60060 ENGR AIDE 2	7.5
60070 ENGR AIDE 3	7.5
60230 CONST PROJECT MG	7.5
60340 NAT RES ENG 1	7.5
60350 NAT RES ENG 2	7.5
60520 CIVIL ENGR 2	7.5
60730 LAND SURVEYOR 2	7.5
60970 ELEC DESIGN ENGR	7.5
62500 ENVIRONM ENG 2	7.5
62520 ENVIRONM ENG 3	7.5
63220 GEOLOGIST 2	5.0
63280 GEOLOGIST 3	5.0
65477 PHOTOGRAM TECH	7.5
65479 PHOTOGRAM 2	7.5
65570 CARTOGRAPHER 2	7.5
67010 PARKS PLANNER 1	7.5
67840 TRAN PLAN SPEC 2	2.5
70050 LABORER	2.5
70070 TRADES HELPER	2.5
70090 GENERAL REPAIRER	10.0
70280 HVAC TECH	10.0

**WPEA Cont'd**

70370 ELECTRICIAN	10.0
70530 C & M PJ SP 1 PK	10.0
71500 TOWER MAINT SPLT	10.0
72160 M/V MAINT COORD	2.5
72332 LAW EF EQ TECH 2	10.0
72334 LAW EN EQ TECH-L	10.0
72500 WELDER	10.0
72600 COMM SYS DESIGN	7.5
72610 EL COM SY TCH-SH	7.5
72640 LW EN COM SY A S	7.5
72671 SR TELECOM SPEC	10.0
90500 FARMER 1	2.5

**COMPENSATION APPENDIX F**  
**ASSIGNMENT PAY**  
**Updated June 2004**

Following is a list of classes for which assignment pay (AP) has been approved by the WPRB in accordance with WAC 356-15-125. AP is granted in recognition of assigned duties which exceed ordinary conditions. The "premium" is stated in ranges or a specific dollar amount. If stated in ranges, the number of ranges would be added to the base range of the class. The "reference number" indicates the specific conditions for which AP is to be paid.

Group A indicates those classes which have been granted assignment pay; Group B indicates those assigned duties granted AP which are not class specific; Group C applies only to Ref #29.

<b>Class Title</b>	<b>Class Code</b>	<b>Premium</b>	<b>Reference#</b>
<b><u>GROUP A</u></b>			
Aircraft Pilot 1	73480	4 ranges	<u>7</u>
Aircraft Pilot 2	73500	4 ranges	<u>7</u>
Assistant State Auditor 3	13540	4 ranges	<u>33</u>
Assistant State Auditor 4	13560	4 ranges	<u>33</u>
Bridge Engineer 1	66400	4 ranges	<u>22</u>
Bridge Engineer 2	66410	4 ranges	<u>22</u>
Bridge Engineer 3	66420	4 ranges	<u>22</u>
Bridge Engineer 4	66430	4 ranges	<u>22</u>
Bridge Engineer 5	66440	4 ranges	<u>22</u>
Bridge Engineer 7	66451	4 ranges	<u>22</u>
Bridge Engineer Supervisor 1	66450	4 ranges	<u>22</u>
Bridge Technician 1	66380	4 ranges	<u>22</u>
Bridge Technician 2	66385	4 ranges	<u>22</u>
Carpenter	70150	2 ranges	<u>31</u>

Construction and Maintenance Superintendent 1	70600	2 ranges	<u>31</u>
Construction and Maintenance Supervisor	70550	2 ranges	<u>31</u>
Correctional Officer 2	39050	See Ref.	<u>23</u>
Correctional Sergeant	39070	See Ref.	<u>23</u>
Custodian	83190	4 ranges	<u>9</u>
Equipment Operator A	71180	4 ranges	<u>12</u>
Equipment Operator B	71190	4 ranges	<u>12</u>
Ferry Operator Assistant	71820	See Ref.	<u>5</u>
Fish & Wildlife Officer 1	41140	4 ranges	<u>7</u>
Fish & Wildlife Officer 2	41141	4 ranges	<u>7</u>
Fish & Wildlife Officer 3	41142	4 ranges	<u>7</u>
Fish & Wildlife Sergeant	41143	4 ranges	<u>7</u>
General Repairer	70090	2 ranges	<u>31</u>
Liquor Store Clerk	06280	.2 hrs/day	<u>13</u>
Liquor Store Manager 1	06360	2 ranges	<u>15</u>
Liquor Store Manager 2	06400	2 ranges	<u>15</u>
Maintenance Technician 1	71070	See Ref.	<u>5, 16, 22, 36</u>
Maintenance Technician 2	71090	See Ref.	<u>5, 16, 22, 36</u>
Maintenance Technician 3	71110	See Ref.	<u>5, 22</u>
Maintenance Lead Technician	71150	See Ref.	<u>5, 22</u>
Maintenance Technician 1, Bridge	71340	See Ref.	<u>5, 21, 22</u>
Maintenance Technician 2, Bridge	71360	See Ref.	<u>5, 21, 22</u>
Maintenance Lead Technician, Bridge	71380	See Ref.	<u>5, 21, 22</u>
Maintenance Specialist	71250	See Ref.	<u>5</u>
Maintenance Supervisor, Bridge	71400	See Ref.	<u>21, 22</u>

Mental Health Technician 1	56650	2 ranges	<u>11</u>
Mental Health Technician 2	56670	2 ranges	<u>11</u>
Mental Health Technician 3	56690	2 ranges	<u>11</u>
PBX Chief Operator	02160	2 ranges	<u>4</u>
Psychiatric Security Attendant	56560	2 ranges	<u>11</u>
Rest Area Attendant	83140	4 ranges	<u>36</u>
Revenue Auditor 1	15280	4 ranges	<u>10</u>
Revenue Auditor 2	15300	4 ranges	<u>10</u>
Revenue Auditor 3	15320	4 ranges	<u>10</u>
Revenue Auditor 4	15330	See Ref.	<u>10, 30</u>
Security Guard 2	83602	4 ranges	<u>34</u>
Security Guard 3	83620	4 ranges	<u>34</u>
Sign Installation Specialist 1	71231	See Ref.	<u>5</u>
Sign Installation Specialist 2	71232	See Ref.	<u>5</u>
Trades Helper	70070	2 ranges	<u>31</u>
Transportation Engineer 1	66120	4 ranges	<u>14</u>
Transportation Engineer 2	66140	See Ref.	<u>14, 22</u>
Transportation Engineer 3	66160	See Ref.	<u>14, 22</u>
Transportation Engineer 4	66180	4 ranges	<u>22</u>
Transportation Engineer 5	66200	4 ranges	<u>22</u>
Transportation Technician 1	66060	See Ref.	<u>14, 22</u>
Transportation Technician 2	66080	See Ref.	<u>14, 22</u>
Transportation Technician 3	66100	See Ref.	<u>14, 22</u>
Truck Driver 1	73100	4 ranges	<u>12</u>
Truck Driver 2	73120	4 ranges	<u>12</u>

Class Title	Class Code	Premium	Reference#
<b><u>GROUP B</u></b>			
Asbestos Workers (Certified)		4 ranges	<u>20</u>
Clerical Crime Lab Support (WSP)		2 ranges	<u>25</u>
CSR Team and SIR Team (WSP)		3 percent	<u>27</u>
Dual Language Requirement		2 ranges	<u>18</u>
Drive Kenworth Truck (SOS)		4 ranges	<u>8</u>
Patient Transport (DSHS)		4 ranges	<u>17</u>
Patient Resident Supervision (DSHS)		2 ranges	<u>1</u>
Pesticide Sprayers (DOT)		4 ranges	<u>16</u>
Resident Transportation (DVA)		Trk.Dr. Rate	<u>19</u>
SCUBA Diving Requirement		\$7.50/hour	<u>3</u>
Emergency Spill Response Team (ECOL)		See Ref.	<u>24</u>

**REFERENCE #1:** For supervision, training, and counseling of mentally retarded residents or mental patients or Juvenile Rehabilitation Institution Residents. Basic salary range plus two ranges. (Eff. 7/69; Rev. 7/78, 12/78, 10/79, 4/98, 1/02)

**REFERENCE #2:** For full-time assignment to forklift operations. Basic salary range plus \$10.00 a month shall be paid to employees in this class. (Eff. 7/69)

**REFERENCE #3:** For required SCUBA diving. Basic salary range plus \$7.50 per diving hour to employees in any class but Master Diver (92900). (Eff. 7/69; Rev. 7/78)

**REFERENCE #5:** For assigned operation of highway equipment rated above the employee's classification. Basic salary range plus the hourly difference between the top step of the Maintenance Technician 3 class and the top step of the salary range representing a four-range increase over the Maintenance Technician 3 class. Employees operating this equipment shall be paid for actual operations that continue for at least one hour. Equipment operation that lasts for less than one continuous hour shall not qualify the operator for premium pay. Employees operating this equipment in a bona fide training assignment are not entitled to the higher rate. (Eff. 7/75; Rev 7/78, 10/79, 1/91)

**REFERENCE #6:** Applicable only to the Military Department, Emergency Management Division. Employees assigned as duty officers outside of their regular work shift will receive an hourly salary of \$8.50. (Eff. 12/93)

**REFERENCE #7:** Within the Department of Fish and Wildlife only. Combines with base salary as total pay for 171-hour, 28-day work period. See 356-15-030(4)(D). (Eff. 12/85; Rev. 12/89; 12/97)

**REFERENCE #9:** For full-time assignment to a floor care crew and the operation of heavy duty floor cleaning and waxing equipment. Basic salary range plus two ranges. Basic salary range plus two ranges will be paid to designated working supervisor of floor crew. (Rev. 10/79, 1/01, 9/01)

**REFERENCE #10:** Basic salary range plus four ranges shall be paid to Department of Revenue employees in Revenue Auditor classifications which are permanently assigned to maintain an office at an out-of-state location or are on a one-year roving assignment out-of-state. (Eff. 7/69)

**REFERENCE #12:** Employees assigned to operate equipment above this level shall be compensated four ranges above their base rate, and shall be credited with a minimum of four hours at the higher rate on each day they operate the higher level equipment. (Eff. 6/84)

**REFERENCE #13:** In addition to pay for all hours worked, 0.2 hours pay for each day the employee is in charge of the store for the last two hours of operation or for opening the store alone. (Eff. 7/84; Rev. 11/97)

**REFERENCE #14:** For all hours worked when assigned to bridge painting inspection duties which involve climbing and work in exposed positions at heights from which an employee might fall 30 feet or more; excludes work on bridges or overpasses within areas protected by walls or guardrails. Basic salary range plus four ranges. (Eff. 11/85)

**REFERENCE #15:** Basic salary range plus two ranges for each full day an employee is formally assigned to train one or more Liquor Store Managers from other stores. (Eff. 11/85)

**REFERENCE #18:** Employees in any position whose current, assigned job responsibilities include proficient use of written and oral English and proficiency in speaking and/or writing one or more foreign languages, American Sign Language, or Braille, provided that proficiency or formal training in such additional language is not required in the specifications for the job class. Basic salary plus two additional ranges. (Rev. 5/92)

**REFERENCE #20:** Basic salary plus four ranges for certified asbestos workers while they are required to wear and change into or out of full-body protective clothing and pressurized respirator. (Eff. 5/89)

**REFERENCE #21:** Basic salary plus four ranges for a minimum of four hours per working day when assigned to perform repairs or maintenance on the Tacoma Narrows Bridge excluding routine maintenance or roadway, sidewalks, railing, bridge approaches, signs, etc. (Eff. 7/89)

**REFERENCE #22:** Basic salary plus four ranges for a minimum of four hours per working day while either operating an under-bridge inspection truck (UBIT) from the bucket or while serving as back-up operator on the bridge deck. (Eff. 2/91; Rev. 10/97, 3/02)

**REFERENCE #25:** Basic salary plus two additional ranges for crime lab support staff performing evidence handling activities. (Eff. 9/91)

**REFERENCE #26:** While driving fish-hauling trucks off station to transport fish or to deliver truck for authorized maintenance, the employee shall advance to the same letter step in the range for: Truck Driver 1 for trucks rated at or exceeding 22,000 pounds G.V.W., (or a 3/4 ton truck or 1 ton truck or larger in combination with a trailer/tank at or exceeding 22,000 pounds G.V.W.); Truck Driver 2, if the truck exceeds 28,000 pounds G.V.W. The advanced pay level shall be for a one (1) hour minimum and thereafter on an hour-for-hour basis for all hours for which the vehicle is assigned. (Eff. 1/91; Rev. 9/91)

**REFERENCE #27:** Assignment pay in the amount of three percent of the employee's current monthly salary shall be paid to designated forensic scientist of the Washington State Patrol assigned to either the Crime Scene Response Team and/or Statewide Incident Response Team. (Eff. 5/94; Rev. 6/98)

**REFERENCE #29:** Upon review and approval from the Department of Personnel, up to four ranges payable to employees in any position located where the cost of living impacts the agency's ability to recruit and/or retain employees which would severely impair the effective operation of the agency. In extraordinary circumstances, where more than ten percent is required, a unique assignment pay range will be used. (Eff. 5/01)

**REFERENCE #30:** Basic salary range plus two ranges shall be paid to Department of Revenue employees permanently assigned to the Computer Assisted Audit Program Unit and are responsible for the retrieval and analysis of electronic data in addition to the development of statistical sampling plans and the evaluations of results. (Eff. 3/01)

**REFERENCE #31:** For each day the employee is assigned specific duties performing exterior sandstone maintenance which requires the use of scaffolding or safety harnesses above the first floor. Basic salary plus two ranges. (Eff. 9/01)

**REFERENCE #34:** Basic salary range plus four ranges shall be paid to Washington Military Department employees that are qualified and required to carry a firearm while on duty. (Eff. 7/02)

**REFERENCE #35:** Basic salary plus two ranges for each day that an eligible employee is assigned the role of the Presiding Steward for the Washington Horse Racing Commission. (Eff. 9/03)

Note: The current Racing Steward incumbents' have Y-rated salaries. These employees will not be eligible to receive this assignment pay as long as their Y-rated salaries exceed the base salary of the Racing Steward plus two ranges.

**REFERENCE #36:** Basic salary range plus four ranges while performing back flow valve testing. (Eff. 5/03)

**GROUP C ASSIGNMENT PAY REPORT**

Assignment Pay Reference #29 allows the Department of Personnel to authorize an increase to positions located where the cost of living impacts the agency's ability to recruit and/or retain employees.

<b>Agency Class Code</b>	<b>Class Title</b>	<b>Number of Positions</b>	<b>Location</b>	<b>Approved Increase</b>
<b>ATTORNEY GENERAL</b>				
10800	Legal Secretary 1	21	Seattle	4 ranges
01820	Legal Secretary 2	27	Seattle	4 ranges
01821	Legal Secretary 3	10	Seattle	4 ranges
<b>DEPT. OF CORRECTIONS</b>				
5367S	Pharmacist	8	Statewide	10 ranges
5368S	Pharmacist Supervisor	7	Statewide	10 ranges
<b>DEPT. OF LABOR AND INDUSTRIES</b>				
10800	Legal Secretary 1	5	Seattle	4 ranges
01820	Legal Secretary 2	3	Seattle	4 ranges
01821	Legal Secretary 3	1	Seattle	4 ranges
<b>DEPARTMENT OF SOCIAL AND HEALTH SERVICES</b>				
70200	Plumber	2	Fircrest School	7 ranges
70250	Steamfitter	1	Fircrest School	7 ranges
70370	Electrician	2	Fircrest School	11 ranges
72950	Electronics Technician	1	Fircrest School	7 ranges
75120	Stationary Engineer 2	7	Fircrest School	7 ranges
75140	Stationary Engineer 3	1	Fircrest School	7 ranges
75570	Plant Mechanic Supervisor	1	Fircrest School	7 ranges
5367S	Pharmacist	5	Statewide	10 ranges
5373S	Pharmacist, Clinical	22	Statewide	10 ranges
5368S	Pharmacist Supervisor	1	Statewide	10 ranges
<b>DEPT. OF TRANSPORTATION</b>				
71070	Maintenance Tech. 1	2	Northwest Region	4 ranges
71090	Maintenance Tech. 2	10	Northwest Region	4 ranges
71110	Maintenance Tech. 3	6	Northwest Region	2 ranges
71150	Maintenance Lead Tech.	4	Northwest Region	2 ranges
71170	Maintenance Supervisor	3	Northwest Region	4 ranges
71231	Sign Instal. Supervisor 1	2	Northwest Region	6 ranges
71232	Sign Instal. Supervisor 2	1	Northwest Region	2 ranges

**DEPT. OF TRANSPORTATION**

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66160	Transportation Engineer 3	2	Seattle	4 ranges
71300	Bridge Tender	4	Everett	1 range
71400	Maintenance Supervisor, Bridge	1	Everett	4 ranges
71070	Maintenance Tech. 1	3	Everett	2 ranges
71340	Maintenance Tech. 1, Bridge	1	Everett	2 ranges
71360	Maintenance Tech. 2, Bridge	7	Everett	2 ranges
71380	Maintenance Lead Tech., Bridge	2	Everett	4 ranges
71300	Bridge Tender	11	Bellevue	2 ranges
71340	Maintenance Tech. 1, Bridge	10	Bellevue	4 ranges
71360	Maintenance Tech. 2, Bridge	12	Bellevue	4 ranges
71380	Maintenance Lead Tech., Bridge	6	Bellevue	4 ranges
71420	Maint. Sup., Float Bridge	2	Bellevue	4 ranges
12030	Fiscal Technician	3	Bellevue	4 ranges
01024	Secretary Supervisor	2	Bellevue	4 ranges
71070	Maintenance Tech. 1	11	Bellevue	4 ranges
71090	Maintenance Tech. 2	30	Bellevue	4 ranges
71110	Maintenance Tech. 3	5	Bellevue	2 ranges
71150	Maintenance Lead Tech.	15	Bellevue	2 ranges
71170	Maintenance Supervisor	4	Bellevue	4 ranges
71250	Maintenance Spec., Tr	6	Bellevue	2 ranges
71270	Tunnel Maint., Sup.	1	Bellevue	4 ranges
61870	Right of Way Agent 2	1	Headquarters	2 ranges
61800	Right of Way Agent 3	6	Headquarters	4 ranges
61890	Right of Way Agent 4	13	Headquarters	3 ranges
61870	Right of Way Agent 2	1	Olympic Region	2 ranges
61800	Right of Way Agent 3	18	Olympic Region	4 ranges
61890	Right of Way Agent 4	6	Olympic Region	3 ranges
61860	Right of Way Agent 1	9	Northwest Region	1 range
61870	Right of Way Agent 2	20	Northwest Region	2 ranges
61800	Right of Way Agent 3	18	Northwest Region	4 ranges
61890	Right of Way Agent 4	12	Northwest Region	3 ranges
71090	Maintenance Tech. 2	6	Northwest Region	4 ranges
61800	Right of Way Agent 3	6	Pierce/Thurston Co	4 ranges
61890	Right of Way Agent 4	2	Pierce/Thurston Co	3 ranges
71150	Maintenance Lead Tech	2	Northwest Region	2 ranges
71231	Sign Instal Specialist 1	1	Northwest Region	1 range

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Updated: 3/17/04

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## **COMPENSATION APPENDIX G**

### **SPECIAL PAY RANGES AND NOTES**

#### **SPECIAL PAY RANGES**

WAC 356-15-130 states that these ranges are used to equal or approximate prevailing rate practices found in private industry or other governmental units. An affected class is identified by a letter designation following the basic salary range number or by a letter designation preceding a number. In the latter case, a special salary schedule will be used for such classes.

**“E” RANGE:** This range is used for classes having a prevailing pay range which is shorter than a standard range. An “E” range is a standard range with the first four steps removed. The first step is the same as Step E of the standard range having the same range number. Periodic increases are made at the same intervals as through standard ranges.

**“T” RANGE:** This range is ten ranges higher than the range approved for lottery district sales representative and it may be applied only to those classifications. Use of this range is limited to sales incentive programs which: (a) may not exceed thirteen weeks for any program; (b) may not exceed four programs in any consecutive twelve months; (c) require achievement of specific goals which are set for each program by the lottery, such goals to be in excess of normal performance standards for the class.

The lottery is authorized to compensate individual employees on the “T” range for not more than three months as a result of any one sales incentive program, with the number of months stipulated in the incentive program announcement. Within these limits, movement of any employee to and from the “T” range will be at the discretion of the lottery, and shall be from and to the same step, subject to change by the employee’s periodic increment date.

**“J” RANGE:** This range is a single rate per hour equivalent to range 62, step K. Use is limited to lottery employees who volunteer and are selected for lottery drawing duty as one of the following: (a) The lottery drawing official (LDO); (b) the lottery security official (LSO); or (c) the headquarters drawing official (HDO), as described under lottery procedures.

Employees performing these functions during their normal working shift will not be eligible for “J” range compensation. Employees performing these functions outside of their shift will be compensated by the “J” rate on an hourly basis with a two-hour minimum per drawing period.

**MEMORANDUM OF AGREEMENT  
BETWEEN THE  
STATE OF WASHINGTON  
AND THE  
WASHINGTON PUBLIC EMPLOYEES ASSOCIATION**

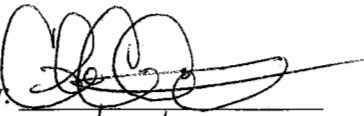
The parties agree that the terms of their 2005-2007 collective bargaining agreement do not conflict with Executive Order 02-01.

Article 15.1 of the Collective Bargaining Agreement by and between the State of Washington and Washington Public Employees Association (WPEA) – General Government shall be modified to include the following provision:

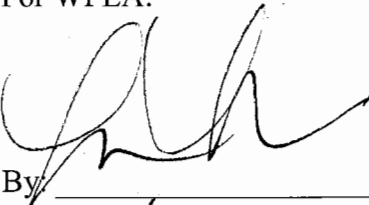
**D. Life-Giving Procedures**

In accordance with the provisions of Executive Order 02-01, employees will receive paid leave, not to exceed five (5) working days in a two (2) year period, for participating in life-giving procedures, upon approval. "Life-giving procedure" is defined as a medically supervised procedure involving the testing, sampling, or donation of blood, platelets, organs, fluids, tissues, and other human body components for the purposes of donation, without compensation, to a person or organization for medically necessary treatments. Employees will provide reasonable advance notice and written proof from an accredited medical institution, physician or other medical professional that the employee participated in a life-giving procedure. Agencies may take into account program and staffing replacement requirements in the scheduling of leave for life-giving procedures.

For the State of Washington:

By:   
Date: 8/22/05

For WPEA:

By:   
Date: 8/31/05

Memorandum of Understanding  
Between  
The State of Washington  
And  
Washington Public Employees Association, UFCW Local 365

**Subject: Teachers at Washington School for the Deaf**

In the summer and fall of 2004, the parties entered into contract negotiations under RCW 41.80, which resulted in a ratified collective bargaining agreement for the 2005-2007 biennium. Subsequently, in September 2005, the parties met to discuss personal holidays, vacation leave, open house pay and related issues, and the following agreements were reached:

- 1.1 Prior to May 1<sup>st</sup>, the Superintendent will provide WPEA with a draft list of common school closures, beginning and ending dates of the school year, winter and spring vacations. The Superintendent, or designee, and union representatives shall make an effort to coordinate other calendar issues to facilitate educationally and fiscally sound calendars. This process should be finalized by May 15<sup>th</sup>. The calendar of teacher duty days will not be altered without prior notice and consultation with the union, except in emergency situations.

The Union will be informed prior to May 15<sup>th</sup> when any of the following changes occur in the WSD school calendar:

- The beginning date of school changes by more than four (4) days.
- Any change in normal holiday times or days.
- A change in the total number of calendar workdays, except in emergency situations.

- 1.2 The calendar will reflect one (1) pre-service mandatory duty day scheduled in the week preceding the commencement of the academic year, and up to nine (9) Open Houses for teachers to meet with Student Life Counselors which will be held on Fridays from 2:00 to 4:00 pm. The rate of pay for these duties will be the hourly extra pay rate set by the Vancouver School District for an eight (8) hour day, exclusive of lunch break.

- 1.3 Teachers shall not be routinely required and scheduled to provide more than an average of 315 minutes of formal student contact instructional time per day, per week. Other mutually determined daily work scheduling shall be developed annually. A minimum of 30 minutes duty free lunch period daily will be scheduled for each bargaining unit member. Reasonable teacher relief periods will be incorporated into each daily schedule.
- 1.4 With prior approval, employees in the Teachers Bargaining Unit at the Washington School for the Deaf will earn exchange time for:
  - IEP meetings outside the regular workday;
  - MDT meetings outside the normal workday;
  - Hours spent outside of regular work hours for All Star Night and/or meetings with parents/guardians; and
  - Other activities outside the regular workday as provided by Supervisor.
- 1.5 The previous year's exchange time can be carried over to the current fiscal year but not to subsequent fiscal years.
- 1.6 The use of exchange time will be pre-approved by the supervisor who will consider date and time of use as it relates to:
  - Student Safety
  - Substitute availability
  - Teacher absenteeism in the program
- 1.7 The regular on-site workday is eight (8) continuous hours, Monday through Thursday, and 6.5 continuous hours on Friday for regular workdays as published annually on the WSD school calendar.
- 2.1 Teachers may have their salary paid over a twelve-month period.
- 3.1 The CBA will be modified as follows:

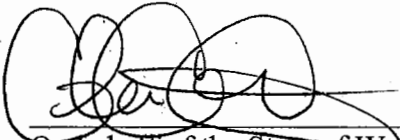
**Article 9.3 Personal Holiday**

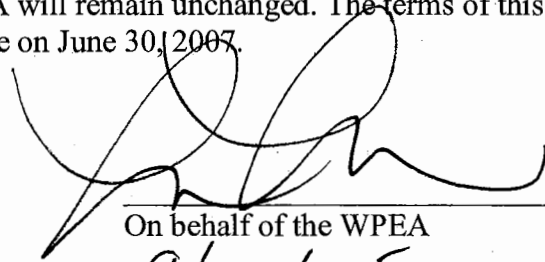
9.3 (F) This Article does not apply to the Teachers Bargaining Unit at the School for the Deaf.

**Article 10 – Vacation Leave**

10.1 Employees will retain and carry forward any eligible and unused vacation leave that was accrued prior to the effective date of this Agreement. This Article does not apply to the Teachers Bargaining Unit at the School for the Deaf.

This Memorandum of Understanding will remain in effect unless terminated by the parties, and all other provisions of the CBA will remain unchanged. The terms of this Memorandum of Understanding will expire on June 30, 2007.

  
\_\_\_\_\_  
On behalf of the State of Washington  
9/14/05  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
On behalf of the WPEA  
9/14/05  
\_\_\_\_\_  
Date

MEMORANDUM OF UNDERSTANDING  
BETWEEN  
THE STATE OF WASHINGTON  
AND  
WASHINGTON PUBLIC EMPLOYEES ASSOCIATION

This Memorandum of Understanding is entered into between the State of Washington, referred to as the "Employer", and the Washington Public Employees Association, referred to as the "Union". It is the intent of the parties to hereby replace the provisions of Article 38, Compensation, Sub-article 38.8, Periodic Increases, to read as follows.

**38.8 Periodic Increases**

An employee's periodic increment date will be set and remain the same for any period of continuous service in accordance with the following.

- A. For an employee hired prior to July 1, 2005, the employee's periodic increment date as of June 30, 2005 is retained. Employees will receive a two (2) step increase to base salary annually, on their periodic increment date, until they reach the top step of the pay range.
- B. Employees who are hired on or after July 1, 2005, at the minimum step of their pay range will receive a two (2) step increase to base salary following completion of six (6) months of continuous service and the date they receive that increase will be the employee's periodic increment date. Thereafter, employees will receive a two (2) step increase annually, on their periodic increment date, until they reach the top of the pay range.
- C. Employees who are hired on or after July 1, 2005, above the minimum step of the pay range will receive a two (2) step increase to base salary following completion of twelve (12) months of continuous service and the date they receive that increase will be the employee's periodic increment date. Thereafter, employees will receive a two (2) step increase annually, on their periodic increment date, until they reach the top of the pay range.
- D. Employees who are appointed to another position with a different salary range maximum will retain their periodic increment date and will receive step increases in accordance with paragraphs A – C above.
- E. Seasonal career/cyclic employees periodic increment dates will be adjusted for time not worked.

For the State of Washington

By: Steve McGowan

Date: 10/31/05

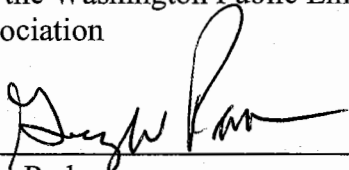
For the WPEA

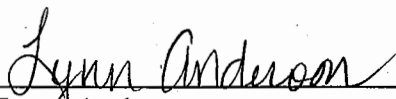
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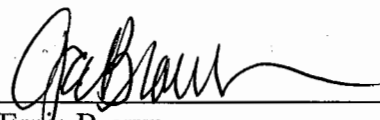
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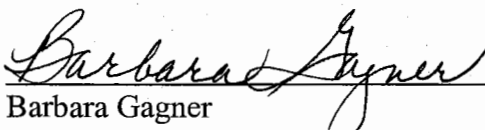
Executed this 24<sup>th</sup> Day of June, 2005

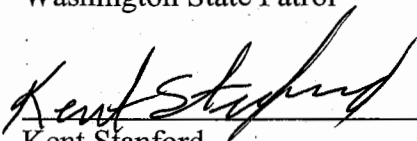
For the Washington Public Employees  
Association

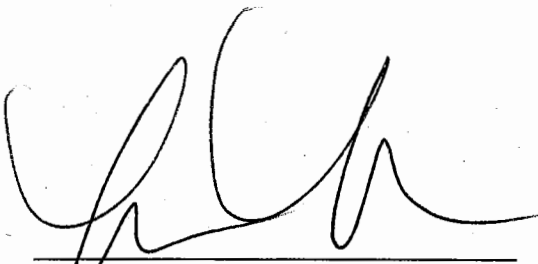
  
\_\_\_\_\_  
Greg Parker  
WPEA/UFCW 365 President

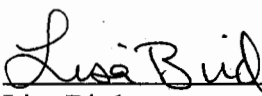
  
\_\_\_\_\_  
Lynn Anderson  
Department of Fish and Wildlife

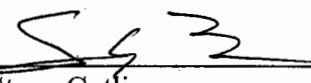
  
\_\_\_\_\_  
Ernie Brown  
Washington State Patrol


  
\_\_\_\_\_  
Barbara Gagner  
Washington State Patrol

  
\_\_\_\_\_  
Kent Stanford  
Department of Natural Resources


  
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Leslie Liddle  
WPEA/UFCW 365 Executive Director

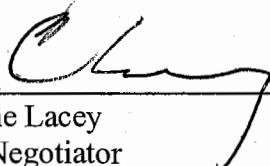
  
\_\_\_\_\_  
Lisa Bird  
Department of Retirement Systems

  
\_\_\_\_\_  
Stacy Cutlip  
Liquor Control Board

  
\_\_\_\_\_  
Tess Millar  
Liquor Control Board

For the State of Washington

  
\_\_\_\_\_  
Christine O. Gregoire  
Governor

  
\_\_\_\_\_  
Caroline Lacey  
Chief Negotiator